

City of Rancho Palos Verdes

Proposal for Ladera Linda Community Park Master Plan Project



May 3, 2016

by



Richard Fisher Associates
a California S-Corporation

Richard A. Fisher, ASLA, Principal
2001 E. First Street, Suite 160
Santa Ana, CA 92705
(714) 245-9270
rfisher@rfaland.com



May 3, 2016

Cory Linder, Director
Department of Recreation and Parks
City of Rancho Palos Verdes
30940 Hawthorne Blvd.
Rancho Palos Verdes, CA 90275

Subject: Proposal for Ladera Linda Community Park Master Plan Project

Dear Cory & Other Selection Committee Members:

Richard Fisher Associates (RFA) is pleased to submit this Proposal for the Ladera Linda Community Park Master Plan project and is excited about the potential of working with the **City of Rancho Palos Verdes Department of Recreation and Parks**. The City Council and Management Team Members should be very proud of what has been accomplished for your parks over the years and **RFA** commends the City for continuing to upgrade parks within your City system. **RFA** would be proud to be selected as the firm to provide the requested design services and we look forward to the opportunity to help the City achieve proposed improvements to the existing Ladera Linda Community Park.

EXECUTIVE SUMMARY

Public Parks & Recreation projects have been the core of professional services provided by the **RFA** Design Team as a professional design firm. Based on our experience of providing similar services to other municipalities, we have a solid understanding of the various services that the **City of Rancho Palos Verdes** may require during the Master Plan development of the Ladera Linda Community Park project.

One of the key reasons Southern California cities have previously selected **Richard Fisher Associates** to provide professional park design services is our earned reputation as being good listeners. Many of our clients have appreciated our emphasis on underscoring the importance of this sometimes forgotten talent. It never fails that if a project does not go well, it seems to always point to a breakdown in communications as a strong contributing factor. To the **City of Rancho Palos Verdes**, I enthusiastically offer the expertise of our design staff and a commitment to be even better listeners than other park design firms used by the City on previous projects.

Our municipal clients will, and have, testified to the following attributes:

- **RFA is a good listener** and offers a highly-experienced team of design professionals for parks and streetscape projects, who provide an exceptional job of translating project's goals into creative, maintainable public improvement projects.
- We place a very high priority on our Project Schedule commitments; and
- We provide our municipal clients with highly-developed Master Plans, as well as accurate, thoroughly-complete Plans and Specifications.

Many clients tell us that our Construction Documents do an exceptional job of clearly communicating to the Bidders and Awarded Contractor precisely what the City is expecting to be accomplished in the project. We acknowledge that Construction Documents are not the services currently solicited, but **RFA** has an excellent reputation for providing professional services in the project development phase as well. This speaks to the park design qualifications of **Richard Fisher Associates**.

Our firm has recently completed two agency-wide Comprehensive Park and Recreation Master Plans. We understand a Master Plan was recently prepared by your City staff, as well. The interaction with the community, and gathered input specific to Ladera Linda Community Park has the utmost value for this project. **Richard Fisher Associates** offers polished presentation talents as well as highly-refined skills to bring out important dialogue offered by community participants. We know the types of questions which should be asked of the community; we know how to listen and record this valuable input; and, we are strongly committed to taking this input back to the community as we continually build the credibility of the Master Plan process for the park in the eyes of those involved in the process.

For the Ladera Linda Community Park Master Plan project, the **RFA** team offers the principal leadership of Richard Fisher and his 43 years of hands-on involvement in municipal park design and construction assistance. Richard has been a licensed Landscape Architect in California since 1974. Richard's career began as a City Park Planner (for 6 years), followed by 37 years as a Consulting Landscape Architect to numerous cities in Southern California. This depth of experience is unmet by our competition.

Richard Fisher's continual leadership will be provided from the initial kick-off meeting with City Staff until the Final Master Plan has received its approval from the City Council. As a seasoned Landscape Architect, Richard understands the wide range of professional expertise needed to assure the successful Master Plan for Ladera Linda Community Park. You will find in this Proposal that the **RFA** design team has been customized to include principal-level professionals in the areas of Civil Engineering, Architecture, Environmental Resources, Land Surveying, and Certified Arborist.

We fully understand that the scope of services for this park renovation project is focused on the Master Plan preparation phase, but we strongly believe in the involvement of all potential Design Consultants from the beginning of site investigation work. This prevents major design issues from popping up during the Construction Document Phase of a project. Our uniquely qualified team of experts will provide a superior Master Plan which is realistic and buildable, and is excitingly creative in its design solutions for the initial alternative Master Plans. It is important that the City receives realistic cost projections for the proposed project. Our firm has a strong track record for providing accurate cost estimates for Master Plans and Construction Documents.

Finally, **Richard Fisher Associates** prides itself on developing and maintaining healthy relationships with all of its clients. Throughout its 37 years of business history, **RFA** has not had any failures or refusals to complete a Contract. In addition, there are no alleged prior, or ongoing, civil or criminal litigations or investigations filed or pending against **RFA** in that entire period.

Please see the Letter of Commendation (at the end of the Executive Summary) that we just recently received from the City of Orange as they acknowledge the outstanding level of service we have provided for their three parks master plans. With one of these parks now funded for renovation, the city is asking **RFA** to discuss with them our professional services for the development of Construction Documents.

Please see our references and experience information that immediately follows. A full detailing of the tasks needed to complete this project is listed in the "Scope of Work" section of this proposal.

We submit this Proposal with great enthusiasm and confidence that we offer the **City of Rancho Palos Verdes** a team that will assure the highly successful completion of the Ladera Linda Community Park Master Plan. We would like to thank you, in advance, for your interest in **Richard Fisher Associates**.

Respectfully submitted,



Richard A. Fisher, LA 1429
President, Project Manager

Executive Summary

REFERENCES

The following are some references from agencies **Richard Fisher Associates** has provided similar services to over the last 3 years:

1. **Marie Knight, Former Director of Community Services - City of Orange**
Current Director of Parks, Recreation & Marine - City of Long Beach (562) 570-3100
230 E. Chapman Ave, Orange CA 92866
(714) 744-7264

Shaffer, Eisenhower & La Veta Parks: The project included preparing a Master Plan Design for (2) community-level parks and (1) neighborhood park. The Scope of Work included creating basesheets of existing amenities for each park, applying requested new amenities solicited from the community, the preparation of a draft Master Plan for each park, City staff review, finalization of the Master Plan, and presentations to the community, Community Services Commission and to the City Council. Detailed Cost Projections were also prepared for each park's Master Plan.

2. **Theresa Bruns, Director of Parks & Recreation**
City of San Dimas
245 E. Bonita Ave., San Dimas CA 91773
(909) 394-6230 / tbruns@ci.san-dimas.ca.us

Marchant Park: Conceptual Design Services for the key sports park in the City of San Dimas. The project included: identifying and proposing rehabilitation to three park buildings and the replacement of the substandard restroom building with a fully-accessible restroom building; all new playground equipment; re-surfacing of two tennis courts and a basketball court; and, replacement and additional walkways to provide ADA accessible routes of travel. Professional Services include Conceptual Design, Cost Analysis and Preparation of Construction Drawings and Specifications, to be followed by Comprehensive Construction Observation Services.

3. **Ken Rosenfield, PE, Director of Public Works / City Engineer**
City of Laguna Hills
24035 El Toro Rd, Laguna Hills CA 92653
(949) 707-2655 / krosenfield@ci.laguna-hills.ca.us

La Paz Open Space: Preparation of a Conceptual Master Plan to convert an 8.5 acre open space corridor into a permanent recreation trail and Habitat Restoration area for passive hiking and nature observation corridor. Includes hiking and jogging trail, equestrian trail component tying into the City-wide trail system, and the planting of California-friendly natives and natural habitat plantings. Professional Services included: Conceptual Design and Cost Analysis, Presentations at community workshops and P&R Commission meetings; a Refined Master Plan with P&R Commission and City Council presentations, Preparation of Construction Drawings and Specifications, and comprehensive Construction Observation Services.

4. **Mike Kudron, Director of Parks & Recreation**
City of Yorba Linda
4845 Casa Loma Ave., PO Box 87014, Yorba Linda CA 92885-8714
(714) 961-7160 / [mkudron@yorba-linda.org](mailto:m kudron@yorba-linda.org)

Vista del Verde II Park: Master Plan design of a new 5 acre neighborhood park, including multiple community outreach meetings with citizen participation in design charettes. The design team created two alternative Concept Plans from the community input sessions, and ultimately refined the preferred plan for final presentation to the Parks & Recreation Commission and to the City Council Construction Document preparations are pending.

EXPERIENCE

The following are brief descriptions of a few projects that **Richard Fisher Associates** has had the pleasure of accomplishing on time and on budget:

Shaffer Park Renovation Improvements

- Client:** City of Orange, CA
Marie Knight
Former Director of Community Services
(562) 570-3100
(Please see note on Reference #1)
- Budget:** Project Value - \$5,232,468
Master Plan Design Contract - \$44,938
Construction Documents - Pending
- Schedule:** Master Plan Design: May 2014 – Oct 2014
Anticipated Construction: 2016

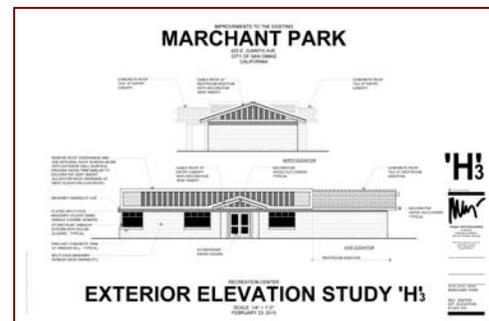


- Description:** Master Plan Design of a community-level park includes the total renovation of an existing Little League Field, to include new energy-efficient Sportsfield lights; the demolition and replacement of an aged community recreation building with a new 2,300 sf all-accessible recreation building, replacement of an out-of-date concession stand with an all-accessible concession, restroom and storage building, architectural modifications to an existing restroom building, a new parking lot, new park security lighting, new fitness station complex, and new irrigation and plantings throughout the park.

Professional Services to date include the Master Plan Design with presentations to the community-at-large, and City Council. RFA is anticipating receiving the award for the preparation of Construction Drawings and Specifications and Construction Observation.

Marchant Park Rehabilitation Project

- Client:** City of San Dimas, CA
Theresa Bruns
Director of Parks & Recreation
(909) 394-6230
- Budget:** Project Value: \$1,350,000
Concept & Construction Design: \$119,790
- Schedule:** Conceptual Design: Sept 2014 – Mar 2015
Construction Documents: Nov 2014 – July 2015
Anticipated Construction: 2016



- Description:** Conceptual Design Services for the key sports park in the City of San Dimas identified and proposed rehabilitation to three park buildings and the replacement of the substandard restroom building with a fully-accessible restroom building, all new playground equipment, re-surfacing of two tennis courts and a basketball court; replacement and additional walkways to provide ADA accessible routes of travel to all park components. The current recreation building is being enlarged by 40% and totally renovated on the interior and exterior. Other park furnishings are being replaced with ADA-compliant models. Professional Services included Conceptual Design and Cost Analysis, followed by the preparation of Construction Drawings and Specifications, to be followed by comprehensive Construction Observation Services.

La Paz Open Space

Client: City of Laguna Hills, CA
Ken Rosenfield
Director of Public Services
(949) 707-2655

Budget: Project Value - \$1,073,600
Design Contract - \$139,927

Schedule: Design: Jan 2010 – Oct 2010 (Phase II)
Construction: Dec 2013 – Jun 2014



Description: Designated as permanent open space, this project is the first of a multi-phased project to develop limited improvements, to include equestrian trails, multi-purpose pathways, benches and trash receptacles. The master plan has included returning the tree species and understory plantings back to native plant materials. This project, once the multiple phases are developed, opens up a scenic corridor for public use as passive recreational uses such as walking and jogging, bird watching, passive relaxation, and a scenic relief open space within an urban area. **Phase I:** Master Planning leadership and prepared Construction Documents for this initial 7.1 acre phase of an eventual 30 acre open space project.. Design work included a lighted meandering multi-use trail, equestrian trail, small horse corral, bench seating areas, and planting plans to return the area to primarily native trees and groundcover materials. Services included public participation in the optimum design concept selection, and Parks & Recreation Commission and City Council presentations.

Vista del Verde II Park

Client: City of Yorba Linda, CA
Mike Kudron
Director Parks & Recreation
(714) 961-7160

Budget: Est. Project Value - \$2,621,899
Design Contract - \$28,900

Schedule: Concept: Oct 2012 – March 2013
Design: Pending (Est 2016)



Description: Master Plan design of a new 5 acre neighborhood park, including multiple community outreach meetings with citizen participation in design charrettes. The design team created two alternative Concept Plans from the community input sessions, and ultimately refined the preferred plan for final presentation to the Parks & Recreation Commission and to the City Council. Amenities include two playgrounds, a large covered picnic pavilion, basketball court, walking and jogging pathway with dry stream with drought responsive meadow plantings along the pathway, and open passive turf area. Construction Document preparations are pending.

Courtney's SandCastle Universally Accessible Playground
Awarded CAPRCBM Outstanding Project of 2012

Client: City of San Clemente, CA
 Dennis Reed
 Beaches & Parks Manager
 (949) 361-8278

Budget: Project Value - \$1,400,000
 Design Contract - \$85,000

Schedule: Design: Jun 2006 - Oct 2009
 Construction: May 2011 - Feb 2012



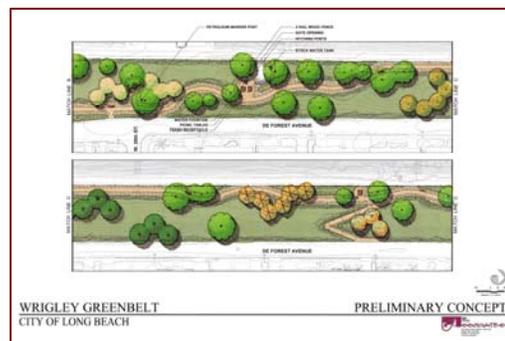
Description: Preliminary Design of Courtney's Sandcastle, a fully handicapped accessible 20,750 SF Community Park with a Universally Accessible Playground, Water Features; Themed Tot Lot and 5-12 yr. Playground. Services included: Preliminary Site Evaluation; Attend meetings with City Staff; Development of a Concept Plan; Presentation of Concept Plan at Meetings; Refinement of the Concept Plan into a detailed Master Plan; Preparation of Preliminary Estimates of Probable Construction Costs; and Construction Drawings and Documents.

Wrigley Greenbelt

Client: City of Long Beach
 Sharon Gates
 Admin Analyst
 (562) 570-3124

Budget: Project Value - \$1,900,000
 Design Contract - \$166,130

Schedule: Concept: May 2011 - Oct 2011
 Design: Nov 2011 - June 2012
 Anticipated Construction: 2016



Description: Conceptual Design of Wrigley Greenbelt was accomplished, with solicitation of community input, to develop a 1-mile greenbelt along the LA River corridor. Upon approval of the Concept Plans, a comprehensive set of Plans and Specifications were then prepared. The project includes an all-weather DG walking trail, equestrian trail rest areas, drought-responsive plantings which mirror the regional guidelines of the LARMP, and state-of-the-art irrigation systems to support the landscape materials. The firm's Professional Services included: Preliminary Site Evaluation; Attend meetings with City Staff; Development of a Concept Plan; Presentation of Concept Plan at Meetings; Refinement of the Concept Plan into a detailed Master Plan; Preparation of Preliminary Estimates of Probable Construction Costs; and Construction Drawings and Documents.

Treasure Island Park

Client: City of Downey, CA
Edwin Norris
Deputy Director Public Works
(562) 904-7109

Budget: Project Value - \$500,000
Design Contract - \$98,231

Schedule: Design: May 2011 – Apr 2012
Construction: Apr 2012 - Dec 2012

Description: The renovation of a 46-year old park to incorporate a themed playground, picnic area, jogging pathways, and drought-responsive landscape plantings. Services included: Attending meetings with City Staff, facilitating meetings with a grass-roots neighborhood committee, preparation of Conceptual Design, and conducting a Presentation at the City Council Meeting. Services also included complete Plans Specifications & Estimates for the competitive bidding of improvements. Construction Services support was also provided by the design team.



Kraemer Memorial Park

Client: City of Placentia, CA
John Nicks
Deputy Director of Community Services
(714) 993-8227

Budget: Project Value - \$660,000
Design Contract - \$61,900

Schedule: Design: Jan 2011 - Jun 2011
Construction Aug 2011 - Dec 2011

Description: Preliminary Design of the Kraemer Park playground renovation, addition of basketball and sand volleyball courts, and restroom replacement. Attend meetings with City Staff, Presentation of Concept Plan at Meetings; followed by complete Plans Specifications & Estimates for the competitive bidding of improvements. Construction Services support was also provided by the design team.



Rancho San Antonio Plaza

Client: City of Bell, CA

Budget: Project Value - \$7,400,000
Design Contract - \$305,000

Schedule: Concept: Nov 2007 – May 2008
Design: July 2008 – Oct 2009
(Due to the City's political scandal, this project was never built)



Description: The overall park is 3.8 acres, featuring a 28,550 SF Gymnasium and 35-space parking lot on 1.58 acres. The remaining 2.22 acre community park offers facilities including a 17,675 SF community plaza for community events and the local farmers' market, 2-5 age and 5-12 age playgrounds, (3) picnic shelters, restroom/maintenance building, basketball court, outdoor fitness equipment, park walkway system, tree-canopied turf for passive recreation, and a second supporting 39-space parking lot. Services included: Preliminary Site Survey; review of record drawings and existing utilities; Preparation of Preliminary Plans; Preparation of Master Plan; Presentations to community groups and City Council; Development of Construction Drawings and Documents; and Estimates of Probable Construction Costs throughout the various stages.

Shadow Oak Park

Client: City of West Covina, CA

Budget: Project Value - \$3,952,468
Design Contract - \$249,545

Schedule: Concept: Feb 2007 – Apr 2007
Design: May 2007 – Oct 2007
Construction: Jan 2008 – Sep 2008



Description: A 12 acre Community Park with existing sports fields, this 8.47 acre phase of this large community park, which more than doubled the existing park's size. **RFA's** design work included a modular restroom building, maintenance storage facility, modular maintenance building, 2-5 age and 5-12 age playgrounds, (1) large group and (3) medium-size picnic shelters with picnic facilities, sand volleyball court, park walkway system, parking lot, both ADA-ramped and stairway pedestrian access ways, wildflower garden, site furnishings, signage, security cameras/system, perimeter fencing, passive turf play area, and general park landscape and irrigation improvements. Services included: Preliminary site evaluation; Meetings with City staff; Development of Concept Plan; Presentations at community meetings; Preparation of Master Plan; Development of Construction Drawings and Documents; and Preparation of Estimates of Probable Construction Costs during all stages.



meyer and associates

architecture, landscape architecture, park and recreation planning

related experience

Boyar Park Activity Building City of Lakewood

Meyer and Associates completed design and construction services for the City of Lakewood for this 6,000 square foot multi-purpose recreation center. The plan includes multi-purpose activity room, lobby with reception/control office, conference room, public restrooms, Staff office, kitchen, and ample storage.



A.O. Little Center City of Artesia

Meyer and Associates has completed master plan design services to the City of Artesia for this 42,000 square foot multi-purpose recreation center and gymnasium. The Center plan includes YMCA day care room (licensed child care), pre-school room (licensed child care), homework room, crafts room, teen center, lobby with reception/control office, conference room, public restrooms, local TV station, multi-purpose community hall rooms, gymnasium, gymnasium lobby/office, gymnasium restrooms, and combination catering and full-service preparation commercial kitchen.




Meyer and Associates
Architecture and Planning

Albert O. Little Community Center
Artesia Park
City of Artesia, CA


FOCUS 360
ARCHITECTURE
INTERIORS
LANDSCAPE

S.A.F.E. Building Community Center Expansion City of Temecula

Meyer and Associates completed design and construction services for the City of Temecula for this 3,500± square foot multi-purpose social services center. The exterior design concept is compatible with the City’s established “old town” theme. The plan includes multi-purpose activity room, lobby with reception/control office, public restrooms, Staff offices, and ample storage.





CITY OF ORANGE

COMMUNITY SERVICES DEPARTMENT www.cityoforange.org PHONE: (714) 744-7274 • FAX: (714) 744-7251

September 8, 2015

Mr. Richard Fisher
Richard Fisher Associates
2001 East First Street Suite 160
Santa Ana, CA 92705

Dear Mr. Fisher,

I am very pleased to write this letter of recommendation for the services of your firm in park planning and landscape design. As you know, the City of Orange has a great relationship with our community and we take pride in our beautiful parks. Last year, when we needed a landscape design firm to prepare master plans for three of our parks, we circulated an RFP seeking the most talented firms to work with us and our community on this important project. Your firm rose to the top of a very competitive group of landscape designers and was selected to prepare the Master Plans for Shaffer, La Veta and Eisenhower Parks in Orange.

We selected Richard Fisher Associates on the basis of the talent and vision of the team you assembled, as well as your reputation for professionalism, creativity and understanding of the community input process. Since this work began last year, you and your team have lived up to that reputation. Your team truly understands the nature of the community input process, the many patron and political sensitivities we face, and the need for designs that make sense in an economic climate that is still in recovery. In addition, we have appreciated how you help to keep the process focused and on a schedule, and how receptive you are with additional thoughts and ideas brought forth from the City team.

We look forward to continuing this relationship as we move to finalize this project and take the master plans to the community and the City Council. It has been a pleasure working with you and your team and we are happy to recommend your services.

Sincerely,

Marie Knight
Director of Community Services

Firm Organization

FIRM ORGANIZATION

Richard Fisher Associates will serve as the Primary Firm for the **Ladera Linda Community Park Master Plan** project:

Richard Fisher Associates
2001 East First Street, Suite 160
Santa Ana, California 92705
T: 714.245.9270 / F: 714.245.9275
rfisher@rfaland.com

Additional services will be provided by the following Sub Consulting firms:

Architecture

Meyer and Associates
23265 S Pointe Dr # 102,
Laguna Hills, CA 92653
(949) 380-7016

Environmental Consultants

ECORP Consulting
1801 Park Ct Pl #103
Santa Ana, CA 92701
(714) 648-0630

Land Surveying

Don Barrie & Associates
1240 Jefferson St # B
Anaheim, CA 92807
(714) 666-1721

Civil Engineering

AndersonPenna Partners, Inc.
3737 Birch St, Ste 250,
Newport Beach CA 92660
(949) 428-1500

Arborists

Arborwell Consulting
2031 West Commonwealth Ave.
Fullerton, CA 92833
(888) 969-8733

Grants Advisor

Tina Gall, Independent Consultant
10722 Arrow Route, Suite 822
Rancho Cucamonga, CA 91730
(818) 469-6822

FIRM PROFILE

Richard Fisher Associates, a California S-Corporation, is an award-winning, full-service Landscape Architecture firm located in Orange County. In over three decades of practice, we value our track record of repeat work for Municipality Clients and believe it speaks not only to our commitment to design excellence, but also to our strong service orientation. Several of our client relationships encompass the full 37 years the RFA team has been providing Landscape Architectural Services.

History

In 1979, Richard Fisher established the Landscape Architectural Division of a multi-disciplinary firm and in January 1998, Richard Fisher purchased his division to form **Richard Fisher Associates**. This created an opportunity for better quality control of all design services, and the ability for complete independence to develop business relationships with cities knowing that all services being provided meet the professional standards that Richard sets for himself and the firm.

Experience

- Over 37 years of Municipal Landscape Architectural Design experience
- On-Call Landscape Architectural Design Services for 18 Public Agencies
- 185 Community/Neighborhood Park Projects
- 124 Streetscape, Parking Lot and/or Infrastructure Projects
- 8 Landscape Development Guidelines
- 9 Streetscape Design Standards Manuals
- 7 Agency-wide Master Plans
- 124 Public Agency Clients Served

Awards

- CAPRCBM Project of the Year
 - Courtney's Sandcastle All-Accessible Park, San Clemente, CA
- CPRS Awards of Excellence
 - Courtney's Sandcastle All-Accessible Park, San Clemente, CA
 - Camp Little Bear Park, Bell, CA
 - Travis Ranch Park, Yorba Linda, CA
 - Cabot Park, Laguna Hills, CA
 - Oso Viejo Community Park, Mission Viejo, CA
- NRPS Parks Excellence Award
 - Lone Mountain Park, Clark County, NV
- AIA Design Award
 - Veteran's Park, Bell, CA
- ASCE Roadway & Highway Project of the Year
 - La Paz Road at Interstate 5, Laguna Hills, CA

Our long-term clients include:

- City of Yorba Linda (37 yrs)
 - 14 parks / 11 streetscapes
- City of San Clemente (36 yrs) –
 - 5 parks / 3 streetscapes / 33 miles of trails
- City of Mission Viejo (30 yrs)
 - 10 parks / 7 streetscapes
- City of Laguna Hills (24 yrs)
 - 15 parks / 17 streetscapes

Insurance

Workers' Compensation - \$1,000,000 / accident

General Liability - \$2,000,000 / occurrence & \$4,000,000 general aggregate

Professional Liability - \$2,000,000 / claim

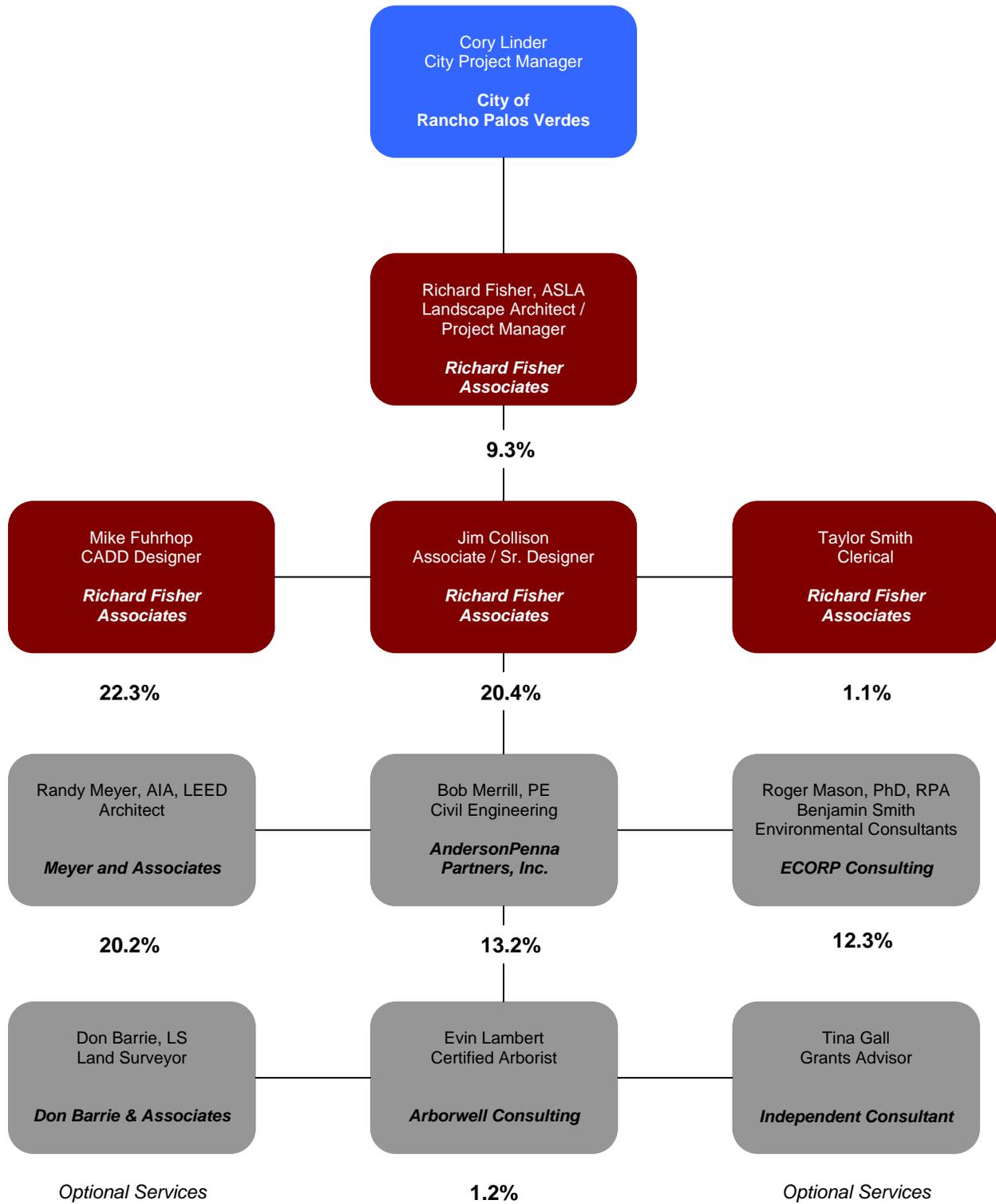
Auto Liability - \$1,000,000 / accident

PROJECT STATEMENT

Because **Richard Fisher Associates** specializes in working with governmental agencies, we understand the importance of each team member's role in providing continuity to a project. We hereby commit that the **RFA** team members will be available to work on the Ladera Linda Community Park Master Plan project as indicated in our Proposed Timeline and will not be reassigned, removed or replaced without notification to the City.

In addition, **RFA** is prepared to make available any staff member who can productively contribute to the success of this project, on an as-needed basis. Our firm has been structured around our Public Agency clientele in such a way that our resources are fluid and able to shift with our client's needs. We are very familiar with a City's needs to meet deadlines and budgets set by a City's Fiscal calendar.

PROJECT TEAM



** Percentages indicate expected contributions of Team Members as a part of the Total Effort*

PROJECT TEAM QUALIFICATIONS

The **RFA** Design Team is a well-balanced collaboration of professionals with specific “hands-on” experience in providing design services for Park Development and Rehabilitation projects.

Richard Fisher Associates will function as the Principal Lead Consultant for the **Master Plan Services for Ladera Linda Community Park** project and has assembled a Design Team, comprised of our firm and 5 sub-consulting firms, whose members have worked together for as much as 25 years, in an effective design collaborative. All Landscape Architectural design services, provided by **RFA**, will be from the firm’s Santa Ana office.

Richard Fisher will function as the Principal-in-Charge and the overall Project Manager. Richard will direct and coordinate the design process, provide leadership and chair Design Team meetings, provide Team communications, and/or act as the principal Design Lead. Richard will also be responsible for the contractual negotiations with the City, will make all City Staff presentations as well as all presentations to the community, City Council and any Commissions, and participate in the overall design process.

Providing strong design experience, as well as managing a team of 5 firms all working together to produce an exceptional Master Plan for Ladera Linda Community Park, is no small task. However, **RFA** is up for the challenge. Over the past 37 years, Richard has managed everything from very small projects, with one or two firm teams, to a \$7.4 million community park project with a uniquely diverse team of professionals working together on a single project.

Richard has a unique background of having 6 ½ years of public agency tenure as a Park Planner and ultimately City Landscape Architect with the Anaheim Parks & Recreation Department. Since then, these past 37 years have been served as a consulting Landscape Architect for Municipalities and Recreation & Parks Districts throughout southern California. In this period, Richard has served as consulting City Landscape Architect to 17 Municipalities. *In the case of Yorba Linda, that role is in its 37th year of service, where his firm has also designed 20 parks for the same City.* Richard served as the Project Manager, Principal-in-Charge, or Project Landscape Architect for all 184 park projects and 124 streetscape projects successfully completed by **RFA** or its predecessor, BSI Consultants / Berryman & Henigar.



A key concern voiced in the RFP is the ability of the selected firm to conduct a series of community outreach meetings and follow-up presentations to community stakeholders, neighbors, and City decision-makers. Richard Fisher continually receives feedback that his presentation skills allow him to lead park facility planning and development outreach meetings with an exceptional level of success; that community participants are particularly pleased with the opportunity to provide input (which was heard, and if not implemented, participants were informed as to the reasons their input wouldn’t be able to be included in the new design), and that the presentations to the decision-makers are made in a concise, accurate, and highly credible manner.

Jim Collison will function as the firm’s Associate / Senior Designer with responsibilities including functioning as the design director and coordinating Consulting Design Team members on a close daily basis. Jim will also be responsible for the overall Master Plans’ AutoCAD efforts and will manage the important task of developing highly credible Estimates of Probable Construction Costs. Jim has an impressive track record of creating very accurate cost projections for new and rehabilitated parks for over 20 years. Jim and Richard have been working as a professional team for nearly 29 years, and have refined their collaborative efforts for the exploration of creative park design concepts and their ability to transform many exciting design schemes into realistic Master Plans; most of which have then gone on into Construction Documents, for this extensive period of time.



During his 29 years with our firm, Jim has honed his skills in his design approach to Parks, Streetscapes, and other public projects and is able to offer the City the benefit of his uniquely-extensive experience. Such attributes include: research of all available reference documentation; verification of existing site improvements, feasibility studies & cost projections; and developing recommendations for bidding multi-phased projects so that earlier constructed improvements can be protected and continued to be used once the final improvement phase of construction is complete. Jim's high degree of creativity and design sense, balanced by his technical skills, are evident in the execution of both Conceptual Drawings/Master Plans and Construction Documents alike.

Sub Consultants

As we reviewed the RFP, we immediately recognized the importance of creating a Master Plan which successfully addresses such identified requirements as being eco-friendly, a sustainable design, have high water use efficiency, and energy-efficient. We believe that the Design Team needs to be broadly qualified in a large number of areas of expertise and to develop a Master Plan which goes well beyond these initial criteria. Because of our design philosophy, we believe the **RFA** team will be unparalleled in the diversity and depth by including the 5 sub-consulting team firms added specifically for the **Ladera Linda Community Park Master Plan** project.

RFA believes in the concept of a team planning process and the need for individuals or firms joining together which have recognized expertise in each area of concern for meeting our client's needs. From the narrative in the City's RFP for this park and further defined in the pre-proposal site meeting, we have become highly aware that this park has many unique challenges, and exciting potentials, to be professionally evaluated and recommended for future improvements. Therefore, in our approach to the park's Master Plan, although not specifically requested in the City's RFP, we propose to add the specialized expertise of professionals with unique project backgrounds which bring strength to our evaluations and preliminary design efforts as Park Landscape Architects, Architects, Civil Engineers, Environmental Specialists, Arborists, and Land Surveyors. These additional professionals not only add credibility to the proposed preliminary master plan design solutions which will offer well thought-out design opportunities which fit within the community's requests, but will significantly increase the credibility of the cost projections which will be provided near the end of the Master Plan process. As such, additional input and expertise are proposed to be furnished by the following sub-consultant firms:

Meyer and Associates is a specialized Architectural firm providing recreation planning and design services for public agencies throughout central and southern California. Randy Meyer, Principal Architect, has worked with **RFA's** staff members intermittently for more than 25 years, as we have provided professional services to public agencies. We anticipate using Randy's expertise in the evaluation of the existing former school buildings' functional spaces and facilities, as well as to render a recommendation on replacing these existing spaces as a part of a proposed new community building in the park. Randy, who is dually-degreed as an Architect and Landscape Architect, will work closely with other key team members to develop the ideal siting of a new building which better uses the spectacular views from the site, and then develops exciting new preliminary plans for a new community building, followed by the preparation of construction cost projections for this building. Randy's firm is called on by municipalities throughout southern California because of his unique talents and experience with public agency recreation buildings; both as new structures and as renovated existing park buildings. All Preliminary Architectural expertise will be from *Meyer and Associate's* office in Laguna Hills.

AndersonPenna Partners, Inc., is a Civil Engineering firm whose Senior Project Engineer, Bob Merrill, PE, will serve the City with his impressive depth of expertise in the development of design options and solutions for Engineering infrastructure design for public parks. This firm has team members who have worked with **RFA's** staff members for more than 25 years, as we have collectively provided professional services to public agencies throughout southern California. We anticipate using Bob's expertise in the analysis and design of site drainage, collaboration on precise grading work and other infrastructure improvements for the park. As an overall firm, *Anderson Penna* is focused on customer service, has the experience and depth of resources to meet many municipal departments' needs, and thoroughly understands the challenges and requirements of municipal governments since many of their staff have held senior and executive management positions with California cities. *Anderson Penna* is both

experienced and technically current in the design, construction, rehabilitation, maintenance, and funding of parks as well as a broad spectrum of Public Works facilities. All Preliminary Civil Engineering work will be from *Anderson Penna's* office in Newport Beach.

ECORP Consulting, Inc. offers a 28-year service tenure in assisting public agencies with environmental regulation compliance. The firm's specialties for the City's Park Master Planning project will include services for Cultural and Biological Resources from records research, baseline field surveys, environmental site analysis, and mitigation solutions and programs, to cost projections for mitigations which will become a part of the project Master Plan. Two highly experience team members of ECORP will participate in the park Master Plan process, to include Dr. Roger Mason, Director of Cultural Resources, and Benjamin Smith, Biologist with the firm's local offices. Each professional will focus on his area of expertise in investigations and recommendations which will become a critical part of the park's renovation. All environmental services will be provided from ECORP's local office in Santa Ana.

Arborwell Consulting Inc. offers a 30-year service tenure in providing evaluations and recommendations of the preservation or removal of park trees as a certified consulting Arborist. Evin Lambert is proposed to assist the **RFA** team with preliminary evaluations of trees which would be recommended for removal at the park. Richard Fisher uses this firm's expertise periodically for on-going professional services to public agencies. All Arborist services will be provided from the firm's Fullerton office.

Don Barrie & Associates is a Land Surveying firm whose Principal, Don Barrie, LS, has worked with **RFA's** staff members for numerous years, collectively working on public parks and open space projects. Don's optional services will provide an electronic base map with a 1 foot contour interval showing structures, hardscape, visible utilities, parking lots, and existing buildings. These services, listed as Optional Services in the Fee Proposal, will be critical to create an accurate basesheet for the park's Master Plan, unless City-provided topographic maps are in an electronic format. All topographic mapping services will be provided from the firm's office in Anaheim.

Tina Gall is a highly-successful professional who works with municipal governments in the identification, preparation and administration of local, state and federal funding opportunities. Ms Gall's expertise lies in fund development, implementation, and management of a variety of grants. Through her career, she has successfully secured or administered grants in excess of \$25 million from a variety of sources that support the objective to build or enhance more livable, walkable, and environmentally-sustainable communities. Tina and Richard Fisher have successfully collaborated on a number of grant applications for other municipal clients. All consulting work will be from her office in Rancho Cucamonga.

Richard A. Fisher, ASLA

Principal Landscape Architect / Project Manager

PROFESSIONAL SUMMARY

Richard Fisher has been immersed in the profession of Landscape Architecture on a wide array of projects since his graduation from The California Polytechnic University in 1968. He has 6 ½ years of public agency experience with the Parks & Recreation Department of the City of Anaheim and over 37 years experience as a consulting Landscape Architect to numerous public agencies. As president of *Richard Fisher Associates*, he has led the firm in earning a reputation for excellence in the areas of Parks and Recreation Facility Planning, Capital Improvement Projects, Plan Checking and Inspections, and servicing as a Consulting City Project Manager.

EDUCATION

Bachelor of Science, Landscape Architecture
– CalPoly, Pomona
Associates of Art, Ornamental Horticulture
– Modesto Junior College

REGISTRATION

Registered Landscape Architect, CA #1429

RELEVANT EXPERIENCE

Community / Neighborhood Parks

- Eisenhower, La Veta & Shaffer Parks, Orange
- Marchant Park, San Dimas
- Vista del Verde II Park, Yorba Linda
- Courtney's Sandcastle, San Clemente
- Treasure Island Park, Downey
- Cabot Park, Laguna Hills
- Camp Little Bear Park, Bell
- The Clubhouse at Veterans Park, Bell
- Eastside Community Park, Yorba Linda
- Oso Viejo Community Park, Mission Viejo
- Poway Community Park, Poway
- San Gorgonio Park, San Clemente

Community Streetscapes & Greenbelts

- La Paz Open Space Corridor, Laguna Hills
- Wrigley Greenbelt, Long Beach
- Oso Open Space Corridor, Laguna Hills
- Alicia Pkwy Streetscape, Laguna Hills
- Grand Ave. / State Street, Carlsbad
- El Toro Rd. Medians, Lake Forest
- Oso / Marguerite Medians, Mission Viejo
- Broadway Median, Lemon Grove
- Greenfield Dr. Entryway, Laguna Hills
- City Entry Monumentation, Monrovia
- Oso Pkwy Enhancement, Laguna Hills
- Cabot / Oso Pkwy, Laguna Hills
- Entry Monumentation, Laguna Hills

Agency-Wide Master Plans

- Aliso Viejo Community Association
- City of Colton
- City of Huntington Park
- City of Pomona
- City of San Clemente
- City of Seal Beach

Special Use Facilities

- Oak Canyon Nature Center, Anaheim
- Paxton Equestrian Center, Yorba Linda
- Camp Joe Scherman, Riverside County

Consulting City Landscape Architect

- City of Yorba Linda
- City of San Clemente
- City of Laguna Hills
- City of Lake Forest
- City of Mission Viejo
- City of Chino Hills
- City of Downey
- City of Fontana
- City of Laguna Niguel
- City of Laguna Woods
- City of Long Beach
- City of Oceanside
- City of Placentia
- City of Poway
- City of Rancho Mirage
- City of Stanton
- City of Villa Park
- City of West Hollywood

City Project Management Services

- Tierra Grande Park, San Clemente
- Talega Regional Riding & Hiking Trails, San Clemente
- Liberty Community Park, San Clemente
- Marblehead Sports Park, San Clemente
- Pico Neighborhood Park, San Clemente
- Marblehead Hiking Trails, San Clemente
- Oak Park Community Center, Temple City

Jim Collison

Associate / Senior Designer

PROFESSIONAL SUMMARY

Jim Collison is in his 27th year with **Richard Fisher Associates** where he has honed his professional skills in public agency master planning, as well as preparation of construction drawings and cost estimates for a wide variety of projects. His areas of expertise include streetscape design, park design, park rehabilitation, downtown revitalization projects, preparation of design guidelines, and feasibility studies. Jim has served as key designer/assistant Project Manager on numerous projects from award of professional services through to award of construction bids. While contributing his high degree of creativity and design sense, his services are equally balanced by his technical skills in the execution of Conceptual Drawings and Construction Documents alike.

EDUCATION

Bachelor of Science, Landscape Architecture
– CalPoly, Pomona
Associates of Arts
– Golden West Community College

AFFILIATIONS / INVOLVEMENT

CDBG Neighborhood Representative
Ad Hoc Historical Committee, Anaheim
California Square Neighborhood Association
Anaheim Neighborhood Association (PAC)

RELEVANT EXPERIENCE

Community Parks

- Eisenhower, La Veta & Shaffer Parks, Orange
- Marchant Park, San Dimas
- Vista del Verde II Park, Yorba Linda
- Treasure Island Park, Downey
- Boysen Park Parking Lot, Anaheim
- Mission Springs Park, Desert Hot Springs
- Holly Park, Hawthorne
- Cabot Park, Laguna Hills
- Costeau Park, Laguna Hills
- Knotty Pine Park Renovation, Laguna Hills
- Mackenzie Park Renovation, Laguna Hills
- Mandeville Park, Laguna Hills
- Mendocino Park Renovation, Laguna Hills
- Stockport Park, Laguna Hills
- Cherry Park Renovation, Lake Forest
- Mountain View Park, Lake Forest
- Sundowner Park Renovation, Lake Forest
- Vintage Park Renovation, Lake Forest
- US Soccer Team Training Facility, Mission Viejo
- Arroyo Vista Community Park, Moorpark
- Hilleary Park, Poway
- Lake Poway Upper Park, Poway
- Southbay Pump Station, San Diego
- Westhills Park, Santee
- Live Oak Park Tot Lot, Temple City
- Arroyo Park Master Plan, Yorba Linda

Commercial - Retail

- Ruby's at 5 Points, Anaheim
- Simon Circle Industrial Park, Anaheim

Community Streetscapes & Greenbelts

- La Paz Open Space Corridor, Laguna Hills
- Wrigley Greenbelt, Long Beach
- Oso Pkwy Open Space Corridor, Laguna Hills
- Oso / Marguerite Medians, Mission Viejo
- Imperial Highway Streetscape, La Mirada
- La Mesa Pedestrian Corridor, La Mesa
- La Paz @ I-5, Laguna Hills, CA
- Long Beach Blvd., Lynwood
- Alicia Pkwy Streetscape, Laguna Hills
- Chrisanta Medians, Mission Viejo
- Moulton Pkwy Medians, Laguna Hills
- Entry Monumentation, Laguna Hills
- Beach Blvd. Improvements, La Mirada
- La Paz & Marguerite ROW, Mission Viejo
- Yorba Linda Blvd. Medians, Yorba Linda
- Junipero Serra/Rancho Viejo Intersection, San Juan Capistrano
- Bob Hope Drive, Rancho Mirage
- San Gabriel Blvd, San Gabriel
- City Entry Monumentation, Monrovia
- Olinda Street Parking Lot, Yorba Linda

Management Services

- Scenic Highway Setback Manual, Hemet
- Lake Elsinore Assessment Area East, Lake Elsinore
- Downtown Traffic Signal Design Report, San Buenaventura
- Park and Recreation Master Plan, Pomona



meyer and associates

architecture, landscape architecture, park and recreation planning

randall k. meyer

Principal Landscape Architect, State of California, #C-14364

education

Ohio State University - B.S., Architecture, 1971, with special emphasis in Fine Arts and Landscape Architecture

professional experience

Formerly a Vice President with a major park planning firm, Mr. Meyer has master planned over 50 California Park projects ranging in size from the 3-acre Guirado Park in Whittier, to the 20-acre Northwood Community Park in Irvine, to the 197-acre Carr Lake project in Salinas. His master planning experience includes architectural recreation elements for over 25 park projects, including the 20,000 square foot community center for Triunfo Community Park in Thousand Oaks and the 18,000 square foot Community Center/Gymnasium for Adam Park in Santa Maria. He supervised plan preparation for over \$80,000,000 of park developments, including the \$1,300,000 Minami community Center/Gymnasium and \$1,200,000 Mussell Senior's Center in Santa Maria; the \$1,700,000 Northwood Community Park in Irvine; the \$3,500,000 Almansor Park in Alhambra; and the \$920,000 Community Center at Coalinga. Serving as Designer for the O'Neill Park Community Pool (Orange County) and Santa Fe Springs Aquatic Center, he was also responsible for plan preparation for the \$850,000 and \$1,700,000 projects. He served as architectural representative during the construction phase of over 15 park and recreation construction projects, observing in excess of \$25 million worth of construction, including the aquatic centers. During this period in Mr. Meyer's park planning career, he had the privilege of working with over 45 public agencies while providing planning services, architectural design and landscape architectural design.

Since forming the firm of Meyer and Associates in January, 1985, Mr. Meyer has provided architectural or landscape architectural design construction documentation for recreation facilities in over 40 Southern California cities, including the Cities of Anaheim, Bell Gardens, Brea, Burbank, Carson, Fountain Valley, Lakewood, Mission Viejo, Oceanside, Paramount, San Clemente, Santa Ana, Santa Clarita, Santa Maria, Solana Beach, and Whittier. The architectural facilities range in size from the 4,500 square foot Community Building in Solana Beach, to the 23,000 square foot Senior's Center/Gymnasium Complex in Cudahy, to the two (2) 24,000 square foot Gymnasiums and 40,000 square foot Community Center/Gymnasium in Santa Clarita. Also included is the design of over 70 vandal resistant park restroom facilities or combination restroom/snack bar facilities of various sizes. Park design projects range in size from the 2 acre Bayside Park in Moreno Valley, to the 13 acre Rio Hondo Park in Pico Rivera, to the completion of the 55 acre Fountain Valley Recreation Center Complex in Fountain Valley, to the 75 acre College Park in the City of Oxnard, to the 90 acre March Sports Complex in Moreno Valley.

Mr. Meyer has master planned or supervised plan preparation for over \$150,000,000 of recreation developments including related architecture. These projects include rehabilitation to existing facilities (the redevelopment of Scott Park, including the Recreation Center and Gymnasium, in the City of Carson, and the renovation of Manzanita Park and Community Center in the City of Anaheim), as well as new recreation projects (the architectural improvement package for the 40 acre Redhill Community Park and the 40 acre Heritage Community Park in the City of Rancho Cucamonga, the 4 acre Max Berg Park and 7 acre Rancho San Clemente Park projects in the City of San Clemente, the Marine Avenue Sports Park in Manhattan Beach, and the Durfee School Sports Park in the City of El Monte).

LEED projects include recently completed construction documents for a new 24,000 square foot gymnasium facility to be located in the Santa Clarita Sports Complex in the City of Santa Clarita. Also in Santa Clarita, design development drawings have been completed for the 40,000 square foot Community Center to be located in Central Park, Phase 3. Both buildings will achieve a LEED 'Silver' rating (Gym: LEED Version 2.2 and Community Center: LEED Version 3).

Robert Merrell, PE
Senior Project Manager

Education

BS/1974/Civil Engineering/
California State University,
Long Beach

Professional Registrations

1976/ PE/ CA #28100

Experience

Entered the profession in 1973

Bob Merrell, PE has an extensive background in project design and construction management developed over 30 years working in public works engineering. Specific areas of expertise include freeway improvements, storm drain facilities, regional channel improvements, large dams, major arterial and collector street widening, railroad grade separations and bridge projects.

Relevant Project Experience:

Miraleste Plaza Storm Drain, City of Rancho Palos Verdes, CA. Project manager responsible for the design and installation of the Miraleste Plaza storm drain. The project included the installation of new storm drain replacing an undersized and deteriorating system previously constructed in the early 1950's. The work involved designing the system within a confined right of way and through many interfering utilities.

Residential Street Rehabilitation Project, FY 2011-12, City of Rancho Palos Verdes, CA. Assisted with the project bidding process and followed up with serving as the full time Construction Manager directly supervising the construction inspection staff. Provided continuous liaison with City staff and the community while also directing the preparation of weekly progress reports, leading the weekly meetings and directly coordinating the contractor's progress billings.

Residential Streets Rehabilitation Project for Year 2013-14, Area 9, City of Rancho Palos Verdes, CA. Project manager responsible for the \$1-million overall design and plan preparation for the residential street improvements throughout Area 9 including the preparation of a detailed inventory of all existing improvements within the public right-of-way that require replacement or rehabilitation. In addition to Area 9, the plans for Area 1 and Area 5B were assembled into one large PS&E package for bidding and construction.

Palos Verdes Drive South, City of Rancho Palos Verdes, CA. Project manager responsible for the plan preparation and rehabilitation of Palos Verdes Drive South. A portion of 25th Street (Palos Verdes Drive South) lies within an unstable land mass where settlement occurs. Over the years the "ocean side" portion of roadway had settled more than the "inland side" creating an uneven cross section. In addition, the pavement began to experience areas of stress cracking with evidence of pending pavement failure. The project included street rehabilitation plans where the overlay was variable in order to achieve better cross section. The road segment had several drainage systems that were upgraded with the rehabilitation project. Directed the preparation of construction documents and completed the construction administration and inspection for the project.

Palos Verdes Drive East Storm Drain Improvements, City of Rancho Palos Verdes, CA. Project manager responsible for the design and preparation of plans, specifications and estimates for the installation of drainage improvements along Palos Verdes Drive East from Bronco to southeast of Headland Drive. Steep terrain was a constraint for the outlet into a natural drainage course. Directed the preparation of construction documents and completed the construction administration and inspection for the project.

Point Vicente Interpretive Center Expansion, City of Rancho Palos Verdes, CA. Project manager responsible for the design and preparation of the Civil plans for the building and site improvements for the expansion of the PVIC complex. In addition to the building remodel and expansion, extensive improvements were made to the storm drain system and parking areas.

Richmond Street Arterial Improvements, City of El Segundo, CA. Quality control/quality assurance manager responsible for the \$735k Richmond Street arterial improvements located between El Segundo Blvd. and Holly Ave. within the downtown area for 1,600 lineal feet with 60 feet of street and sidewalk width. Design work includes street, sidewalk, parking, survey, traffic and landscape improvements. A critical issue is solving the impacted downtown parking problem by engaging the community in outreach meetings and providing street, sidewalk, and parking design solutions.

Roger Mason, Ph.D., RPA

Director of Cultural Resources, Principal Investigator

Dr. Mason has been professionally involved with cultural resources management in southern California since 1983. Dr. Mason is the author of over 200 reports dealing with cultural resource surveys, evaluations, and mitigation programs in all southern California counties. He has extensive project experience with the cultural resources requirements of CEQA and Section 106 of the NHPA. Dr. Mason is adept at formulating prehistoric contexts and research questions to be employed in evaluating whether prehistoric sites are eligible under NRHP Criterion D and CRHR Criterion 4. Dr. Mason was Principal Investigator for test and evaluation programs for residential development projects at Otay Mesa in San Diego County, the Shaw-Lorenz property in San Diego, and in Lake Elsinore (Riverside County), Olinda (Orange County), Santa Clarita (Los Angeles County). Dr. Mason has prepared and supervised implementation of data recovery plans for multiple prehistoric sites. Dr. Mason has prepared overviews of the prehistory and history of non-desert southern California (for BLM) and an overview of the use of lacustrine resources in the Mojave Desert (for Edwards Air Force Base). Dr. Mason has also prepared numerous cultural resources sections for CEQA documents and was a consultant to the California Energy Commission and the California High Speed Rail Authority for preparation of cultural resources sections of environmental documents.

Education

Ph.D., Anthropology (Archaeology)
- University of Texas at Austin

B.A., Anthropology
- University of Washington

Professional Registrations

Registered Professional
Archaeologist (RPA)

Representative Professional Experience

Puente Hills Regional Park Master Plan Project, Los Angeles County – Los Angeles County Department of Parks and Recreation. Cultural Resources Task Manager and report author for cultural resources records search and field survey of a 115-acre project area where park improvements will be made at the closed Puente Hills Landfill.

River Wilderness Park Entry Improvements Project, Azusa, Los Angeles County – Withers & Sandgren. Cultural Resources Task Manager and report author for cultural resources records search and field survey of a 22-acre project area where park improvements will be made in the San Gabriel River canyon. Several building foundations were recorded and evaluated as not eligible for the CRHR.

Program EIRs for Long Beach City College, Los Angeles County – Long Beach City College. Prepared Cultural and Paleontological Resources Sections for the Program EIRs for the Pacific Coast and Liberal Arts Campuses of Long Beach City College. Issues included evaluation of potential historic buildings and potential buried archaeological sites.

Castaic Sports Complex Pools Project, Castaic, Los Angeles County – Perera Construction & Design, Inc. Prepared an archaeological monitoring plan to be implemented during construction of a new swimming pool complex by the Los Angeles County Department of Public Works.

Whittier Narrows Equestrian Center Project, Los Angeles County – Withers & Sandgren. Cultural resources task manager and report author for a cultural resources survey of an equestrian center along the San Gabriel River between South El Monte and Pico Rivera. New equestrian center facilities will be constructed by the County of Los Angeles Department of Parks and Recreation. A records search and field survey, documented in a technical report, showed that no cultural resources will be impacted by the project.

SR Emerald Necklace Trails Project, Los Angeles County – Withers & Sandgren. As Cultural Resources Task Manager, conducted a cultural resources investigation for the construction of the Emerald Necklace Trails Project, Los Angeles County. The Emerald Necklace Project, when completed, will be a 17-mile interconnected network of bikeways, multi-use trails, parks, and greenways along the Rio Hondo and the San Gabriel River in Los Angeles County. The investigation was completed to assess whether cultural resources would be impacted as a result of the Project. The assessment was based on a records search conducted at the South Central Coastal Information Center, a study of historical maps, and the prehistoric, ethnographic, and historic context for the project area.

Benjamin Smith

Biologist

Mr. Smith is a biologist with experience in biological surveys, habitat assessments, and habitat restoration. His experience includes conducting focused protocol surveys for southwestern willow flycatcher (*Empidonax traillii extimus*), least Bell's vireo (*Vireo bellii pusillus*), burrowing owl (*Athene cunicularia hypugaea*), conducting general nesting bird surveys, conducting focused surveys for sensitive plants, conducting monitoring and habitat assessments for California coastal gnatcatcher (*Polioptila californica californica*), and conducting vegetation mapping of native habitats for projects located throughout southern California.

Representative Professional Experience

CEMEX Soledad Project, Los Angeles County – JMBM (2015). Conducted a biological reconnaissance survey and habitat assessment for California Gnatcatcher of a site proposed for a mine expansion.

Tehachapi Renewable Transmission Project, Los Angeles to Kern County – Southern California Edison (2010-2015). Served as lead biologist in charge of nesting bird surveys during the 2012, 2013, 2014, and 2015 nesting bird seasons for the portion of the alignment spanning the Los Angeles Basin within a variety of habitats that included riparian, woodland, scrub, grassland, and urbanized settings. Conducted focused protocol surveys for southwestern willow flycatcher and least Bell's vireo and provided weekly updates to least Bell's vireo nest territories. Served as surveyor responsible for providing updates to California gnatcatcher nest territories. Served as a specialty monitor, monitoring construction activities within occupied arroyo toad, least Bell's vireo, and California gnatcatcher habitats. Served as a general construction monitor, monitoring construction activities to ensure compliance with regulations and project permit conditions related to biological resources.

- **Served as lead biologist** in charge of nesting bird surveys during the 2011 nesting bird season for the portion of the alignment spanning the Antelope Valley for approximately 50 miles, from northern Los Angeles County to southern Kern County. Observed numerous migratory and resident nesting Swainson's hawks within the project survey area. Identified and documented desert kit fox sign, occupied dens, adults, and juveniles within the project survey area
- **Served as biologist** participating in various biological aspects of the transmission line project stretching from northern Los Angeles County to southern Kern County including monitoring grassland, scrub, and chaparral habitat restoration sites, biological monitoring of construction activities, preparation of reports, overseeing burrowing owl passive relocation, and leading pre-construction surveys for burrowing owl, desert tortoise, and other sensitive biological resources.

Whittier Narrows Equestrian Center, Los Angeles County – Los Angeles County Parks Department (2011-2012). Conducted a biological constraints analysis and report on the equestrian center site. Conducted breeding season burrowing owl surveys according to the protocol described in the Staff Report on Burrowing Owl Mitigation published by the CDFG and dated March 7, 2012.

Spring Canyon Project VTTM 48086, Los Angeles County – Pardee Homes/PacSun (2009-2010). Served as biologist in charge of overseeing relocation and monitoring transplant success of 47 native shrubs and trees. Also participated in mapping and flagging for salvage slender mariposa lilies (*Calochortus clavatus var. gracilis*) within the project impact area.

City of Laguna Beach Fuel Modification Program, Orange County – City of Laguna Beach Fire Department (2007-2010). Served as biologist responsible for various biological aspects of the City of Laguna Beach Fuel Modification Program, including rare plant surveys and mapping, constraints analysis for proposed fuel modification areas, monitoring vegetation clearing by hand crews and by goats, and conducting an analysis of impacts by the program to sensitive habitats.

Education

M.S., Environmental Studies
- California State University, Fullerton
B.S., Biology
- Vanguard University, Costa Mesa

Registrations & Certifications

- Scientific Collecting Permit SCP-10933
- Memorandum of Understanding: Southwestern Willow Flycatcher
- Endangered Species Recovery Permit TE-67390A-0: Southwestern Willow Flycatcher
- Collect Voucher Specimens of State-Listed Endangered, Threatened and Rare Plants
- American Ornithologists Union
- California Native Plant Society

WORK PLAN

Richard Fisher Associates believes each park renovation project is unique and therefore conducts the design approach by letting the project site tell us its distinctive story. What makes this park renovation project unique and our understanding of the appropriate approach to a successful renovation design for the park seems to include the following:

- Become familiar with the physical characteristics of the topography of the various activity areas within the park. We will look forward to learning from City staff what site drainage issues need addressing, and will become familiar with pedestrian circulation challenges from within various elements of the site.



- There is a desire by the City to evaluate the existing school building complex and potentially upgrade these current indoor spaces with the construction of a new community building. We are confident our Project Architect will create a new floor plan design which dramatically improves City staff's ability to supervise activities within the building, and, among many improvements to the facility, orient a new Discovery Room to better serve participants involved with the Nature Center/Palos Verdes Preserve experience.

- As the potential of a new community building is evaluated, the design team will explore an opportunity to site the building so that it no longer dominates the "skyline" of the park for residents below the site looking up at the park. This will also contribute to allowing the removal of "screening landscaping" along the front view edge of the site, which might otherwise be needed to soften building elevations which are visible from below the park. From within the parksite, the design of a new building's architectural features and construction materials can make a dramatic change to the overall experience for park participants, both visually and physically.



- The site offers such exceptional outward views from within the site, and our design team is already envisioning opportunities to explore opening up these views with the removal of large, tall vegetation along the westerly edge of the park pad. We are discussing an opportunity to site the new community building back into the site more, which will allow outdoor activities, whether active or passive, to take better advantage of these spectacular views.

The conceptual design process deserves to include an evaluation of relocation of the playground equipment near the ballfield to join the other play equipment area, as well as the hard surface game courts. An understanding of the ages of the users of the ballfield area will be accomplished so an evaluation of the maximizing of the usefulness of the ballfield area is accomplished.



- One of the very dramatic changes to the park site will be the evaluation and preliminary design of a more self-sustaining landscape development of several areas of the park. Our Design Team members will be able to generate some exception direction as they collaborate to accomplish this goal.

- Various levels/activity areas of the site are separated by slope landscaping, which over time have become large screening landscapes. The site evaluation and conceptual design efforts will thoroughly explore what opportunities there are to unify the parksite to be visually a whole park, rather than the separated elements which currently exist. Moderate grading efforts may be included in the Master Plan design to improve ADA accessibility to various areas of the park.



- The uniqueness of the site and its long history of being a public element within the neighborhood make the site very special to a lot of residents in the area. The public outreach process will be most critical to the success of the Master Plan. We will recommend that some of the outreach gatherings be held on site to further participation of interested residents in the Master Plan process.
- Finally, the evaluation of any existing trees which should be removed as a part of the park renovation will be conducted.

Park Design Philosophy

Starting with the Project Pre-Design Meeting, **Richard Fisher Associates** key design team members will focus on closely listening to the City staff's initial projects' input. The challenge will be to capitalize on the unique renovation opportunities for this park project as the design team looks at the renovation of most of the park amenities, as well as the reorganization of indoor recreational facilities hopefully in a newly-designed community building. The design team will be looking for opportunities for enhancing play and relaxation experiences, while simultaneously focusing on maximizing full-inclusion activities in all places possible. The ultimate Master Plan documents will be specifying all park amenities which provide durable long-term facilities so that the City is well-prepared to keep them fully operational for a long period of time.

General park improvements will include recreational spaces which will be designed to serve all ages of park users, creating separation zones between varying recreational activities (both for safety and for maximum enjoyment by the respective park participants in each activity) while reducing the dramatic visual separation of many current park activity areas. Our goal is to create new, highly-efficient, self-sustaining landscapes which will be sensitive to reasonable long-term maintenance needs. Equally important, is creating environments which offer a feeling of safety and security for the public while at the park.

Staff Availability & Responsiveness

Richard Fisher Associates is prepared to make available any staff member who can productively contribute to both the initial effort in refining the requested Master Plan services, as well as providing required areas of Landscape Architectural expertise, throughout the Master Plan process. Our firm has been structured around our Public Agency clientele in such a way that our resources are fluid and able to shift with our client's needs. We are very familiar with a City's needs to meet deadlines and budgets set by a City's Fiscal calendar.

Because **Richard Fisher Associates** specializes in only working with governmental agencies, our project workload and schedules are more predictable than most firms that also perform private sector (Developer) work. As our client's will attest to, we have a proven track record of meeting our client's deadlines. Taking into account our current workload for other public agencies, we can commit to having the staff available to start the **Master Plan Services for Ladera Linda Community Park** project for the **City of Rancho Palos Verdes** immediately.

Problem Solving Techniques

The effectiveness of problem solving is highly impacted by both the level of experience of the Design Team and the ability of the Professional Consultant and the City to work together as one cohesive project team. This means early detection of all unique project objectives and project problems and clear communication of the issues and the availability of alternative solutions.

Richard Fisher Associates brings to the **City of Rancho Palos Verdes** the following strengths for dealing with effective resolution of project problems:

- An exceptional level of public works / parks & recreation project experience; having provided these services for over 43 years. *This will likely be a longer time of building a pyramid of park design experience than any other proposing firm for this project.*
- Routinely approach projects' design challenges by using a "thinking-outside-the-box" strategy
- Conducts regularly scheduled meetings to keep both City and Design Team members "on the same page" and knowledgeable of the project's status at all times
- Provides optimum effectiveness in professional services by the establishment and maintenance of a strong positive working relationship with City team members and the sub-consulting team members, all who have worked with **RFA** on numerous other successful projects.
- Applies a proven track record process for problem solving and project design resolution.

QUALITY CONTROL

As a professional design firm, **Richard Fisher Associates** routinely is managing from as few as 4 projects to as many as 13 projects' activities in a given month (actual recent historical data). In order to insure each Public Agency client that their project is the most important project, a number of project management approaches are in continual practice at the firm's office.

Schedule Control:

One of the tools available to the firm is 'Microsoft Project' scheduling software for individual and firm-wide projects' interactive scheduling. Immediately upon approval of a specific project's Scope of Work, the design team will create, or refine a preliminary chronological schedule for each project, and integrate this work into the firm's comprehensive project schedule. The hands-on project management role is equitably divided up so that effective management is never compromised on any project. The Project Schedule chart is considered to be a 'Living Document', which is adjusted, as-needed, to smooth out variables or impacts as they may occur. Like a well-trained Track & Field Relay Team, the expanded schedule will assure that the baton is handed off at the correct time to meet all target dates for this project.

Quality Control Standards:

Initial Quality Control Procedure: Quality control is initiated at the beginning of the project at which time the fundamental base sheet and topographic data is established and AutoCAD files are created, including all existing park improvements that will be identified to be protected-in-place, demolished, or replaced. Each Professional Discipline will be responsible to ascertain the impacts these site improvements will have on their design detailing. This task will become a Schedule Chart milestone and will be coordinated at a regularly scheduled Team meeting, as well as forwarded to key team members via email immediately upon establishment.

Progressive Quality Control: As the project proceeds from the initial Research Phase through Draft Master Plan development, all applicable information that affects the bases will be recorded and plotted, then disseminated to each Sub-consultant.

Final Document Quality Control: Typically, each Disciplinary Team Consultant will be responsible for their respective area of expertise. However, each key member of the Design Team will also be responsible to review and comment, and to assure full coordination of applicable design elements. Additionally, being that several of the **RFA** staff and the Design Team Consultants are cross-educated for other design disciplines, internal plan checking is complimented, specifically, as a second-pair-of-eyes.

Cost Philosophy

One of the reasons that **Richard Fisher Associates** can develop such highly credible cost projections is due to the fact that our Master Plans are developed into a much more refined design stage than most of our competitors will provide to their clients. We will have conceptually designed the project's proposed grading modifications, worked out ADA accessible routes, identified all proposed site furnishings and signage, and conceptually designed treatments to protect and maximize off-site views from within the

park, all while developing the Master Plan. Our specialized team of sub-consultants will explore and develop design concepts or project mitigation efforts (depending on their area of expertise) to a level of completeness that they will then contribute to the cost projections process with a high level of credibility for their respective area of expertise.

Starting with the initial Design Phase, Project Costs will be established as global numbers for each category of proposed construction. As the design progresses through each phase, up to and including approval of the Final Master Plan, costs will be updated and broadened incrementally by category. Eventually, as the City moves forward with retaining a Consultant for the Final Working Drawings, costs will need to continue to be refined as Construction Plan Documents are developed.

RELATIONSHIP WITH THE CITY

Richard Fisher Associates principal staff has 43 years of experience offering Landscape Architectural and Project Management Services to Municipal Agency clientele. In fact, during this entire professional services period, park playground design has been a continuous area of design expertise. In serving public agencies throughout this exceptional period of time, a vast majority of our projects require our staff to coordinate and work effectively with various local, county, and state agencies. These governing bodies include representatives from Los Angeles County, Orange County, various Southern California cities, Caltrans, various water districts, and Southern California Edison. With this exceptional experience level, we are confident that our firm can successfully handle and accomplish the Master Plan Design Project for Ladera Linda Community Park for the **City of Rancho Palos Verdes**.

During the entire Conceptual Landscape Design phase, all pertinent information will be distributed at regularly scheduled intervals to the key team members and to Staff at the **RPV Department of Recreation & Parks**. Many of these project update communications can be made electronically, while critical issues which will benefit from face-to-face discussions can be made at project progress meetings at City Hall, or in some cases, at the park location. At the initial Pre-design Meeting, the determination of regularly-scheduled intervals for project updates can be developed. **Richard Fisher Associates** fully appreciates that regularly scheduled communications, which clearly indicate the current status of the park project to City staff members, is a critical component for successful park design projects. We are heartily committed to assuring this happens throughout the life of the project!

Scope of Work

The following Scope of Work is in response to the Scope of Work presented in the City's RFP issued on April 21, 2016, and the follow up information, issued on April 28, 2016.

Ladera Linda Community Park Master Plan

MASTER PLAN PARK DESIGN

TASK 1 - PRE-DESIGN MEETING

Task 1-A: Project Pre-Design Meeting & Start-Up

Immediately upon a Notice to Proceed, the **Richard Fisher Associates'** staff will:

- Meet with City Staff to discuss and refine the Project Scope, Budget & Schedule.
- Conduct discussions on the staff-level input generated prior to the issue of the RFP, including any preliminary sketches, specific amenities' notes, and any documented input from park user groups gathered during the City-wide Parks & Recreation Master Plan process. Also in this discussion, we will want to focus on what City staff wants to make sure is accomplished in the re-design for this park. Specific information should also cover the needs for a re-built community building, user groups' wishes for specific site amenities, and previously-voiced concerns from the neighborhood in regard to the park site renovation.
- Discuss milestone target dates for specific activities during the Master Plan process; specific user group meetings and the overall public outreach process, and how to maximize participation of critical community members within limited meetings; and a review of the specific deliverables for respective Tasks.
- Receive from City all appropriate park improvement plans and other applicable documents.

Task 1-B: Conduct Site Research

- Prepare photographic documentation of existing park improvements.
- Determine all applicable local and regional code issues specific to this project.
- Conduct a preliminary review of the overall site to become familiar with existing buildings, outdoor activity areas, public access to and within the park site, and both outward view opportunities from within the site and neighboring views into the site.
- Conduct a limited, but highly professional, review of the existing trees throughout the park to determine if any should be removed. A licensed Arborist will be a critical team member of this effort.

TASK 2 – SITE ANALYSIS / ASSESSMENT

Task 2-A: Perform a Review of Existing Documents and Background Information

- Led by the Consultant Project Manager, perform a preliminary review of City-provided documents, plans, previously-gathered community input for the site's future improvements, and any other relevant background materials.

Task 2-B: Conduct Environmental Site Analysis

- Led by the Project Director of Cultural Resources, conduct a Site Reconnaissance Investigation in order to prepare a cultural and biological resources constraints analysis. Work effort will include a Records Search, Field Survey, Historical Building Assessment, and Constraints Analysis Report. Finally, this Task will include a summary of special status species of plants, potential impacts to plant and wildlife communities by construction on the site, followed by a brief discussion of reasonable mitigation measures in response to the potential impacts.

Task 2-C: Conduct Physical Site Amenities Analysis

- Led by the Project Landscape Architect and Project Architect, conduct a preliminary evaluation of the existing buildings and types of activity spaces offered by the existing buildings. Also perform

an analysis of current outdoor activity areas; the circulation between these areas and the ease for public access from activity area to activity area; existing City staff's abilities for site observation from their offices and other primary work areas; and analyze view opportunities from within the site and neighboring views into the site. This evaluation process will include critical City staff members who can contribute to this assessment to maximize the understanding by the Consultant team. The Project Architect will then prepare an Architectural Assessment of the existing buildings, addressing the pros and cons of renovating the existing buildings versus the teardown and construction of a new community building. This task will be completed by the preparation of a Phase 1 Site Analysis, which will include graphic and written documents summarizing identified project issues, site opportunities to make the park more functional, aesthetically-pleasing and environmentally compatible, as well as all identified site constraints.

Task 2-D: Conduct Existing Site Drainage Analysis

- Performed by the Project Civil Engineer, Bob Merrill, who has a well-established relationship with the City, conduct a preliminary review of the site drainage (enhanced by a discussion with City staff on known drainage problems); existing infrastructure improvements to include drainage systems, and vehicular pavement areas; a review of the existing soil type (as can be analyzed by City-provided documents) and any anticipated special improvement design issues and related cost implications; and an analysis of construction cost implications due to the remote location of the site. This Analysis will also include a preliminary review of the construction period storm water mitigation and management. Bob will also be an active participant in the development of the Master Plan alternatives.

Task 2-E: Prepare a New Topographic Site Survey (Optional Service)

- Performed by the Project Surveyor, prepare a new Aerial Topographic Survey of the site, as a 1" = 20 scale electronic map, with 1 ft contour intervals, showing all visible site structures, hardscape, visible utilities, and parking lots.

TASK 3 – COMMUNITY OUTREACH AND PUBLIC PARTICIPATION

Task 3-A: Conduct (1) Community Outreach Meeting

- Led by the Project Manager / Landscape Architect, prepare and conduct a community outreach strategy and public input process. Groups anticipated to participate in this process could include:
 - a. The Palos Verde Peninsula Unified School District
 - b. City staff
 - c. Community Stakeholders and Park Users
 - d. Nearby Neighborhood Homeowner Associations
 - e. Individual Homeowners

Task 3-B: Conduct, as appropriate, Stakeholder Interviews

- Led by the Project Manager, conduct small forum interviews with valued Stakeholders who can offer more in-depth input on desired site amenities and features which need to be addressed as a part of the Master Plan.

Task 3-C: Conduct Presentations of Master Plan Process

- Led by the Project Manager, conduct follow-up presentations of the Master Plan as it develops to solicit input and review of site improvements' options.
- Presentations will include a minimum of one public forum, which could be incorporated into a presentation/workshop with a joint session of the Planning Commission and the City Council.
- Prepare graphic and written materials to support the public outreach process and summarize input received through all key steps of the process.

TASK 4 – MASTER PLAN DEVELOPMENT

Task 4-A: Preliminary Master Plan Design Process

- From City-provided or newly-generated Topographic Survey, prepare Base Sheet for the entire park area @ 20' scale (or larger, if appropriate for a 32" x 36", or larger, format).
- Led by the Project Landscape Architect, prepare a summary Needs Assessment, based on the design team's Site Analysis and the input gathered from community input sessions.
- Led by the Project Architect, with close coordination by City staff, develop a written Program Development summary to discuss in detail the various proposed community building uses and sizes of desired use areas, as well as discuss outdoor activity area needs and sizes. In appropriate Master Plan-level detail, list preferred construction materials and finishes for indoor and exterior improvements.
- Prepare three Alternative Draft Master Plans, showing alternative designs to accommodate existing and proposed park use areas. Each alternative Preliminary Master Plan will indicate its proposed design solutions to satisfy community outreach requests for components and arrangements of park amenities. It is anticipated that the respective Preliminary Master Plan schemes will propose different arrangements of activity areas, the siting of a replacement community building (in similar size to the collective size of the existing former elementary school buildings), routes for accessibility to various activity areas throughout the site (to include those routes which will meet ADA accessibility criteria), and the methodologies to maximize the extraordinary off-site views offered by the site. Each Master Plan alternative will be prepared with **RFA's** professional recommendations for all park modifications and improvements listed in the RFP.
- For the initial City staff review purposes, each Preliminary Master Plan Alternatives will be an AutoCAD generated graphic.

Task 4-B: Present Preliminary Master Plan Alternatives to City Staff

- Meet with City Staff to present each of the Preliminary Master Plan Alternatives.
- Discuss any modifications requested by Staff for each Alternative Master Plan.
- In a joint effort with City Staff, make any possible determinations on the priority of phase one improvements, and receive direction on future phasing packages (for Cost Estimating purposes).
- Prepare colored exhibit for each of the three Preliminary Master Plan Alternatives.

Task 4-C: Present Preliminary Master Plan Alternatives in Community Forum Meeting

- Led by the Project Landscape Architect, with the support of City Staff, present each of the Preliminary Master Plan Alternatives to Community Stakeholders in one outreach workshop. Solicit input from public participants in the evaluation of each alternative's ability to best meet community needs. Following open discussions on each alternative, solicit the community's support for the preferred Master Plan Alternative.
- Any additional public outreach meetings with user groups can be provided, if determined by City Staff to be needed, as an Extra Services item.

Task 4-D: Finalize Preferred Preliminary Master Plan Alternative

- Refine Preferred Preliminary Master Plan into Final Master Plan, incorporating modifications requested by City staff and Community participants in Steps 4-B and 4-C above. Prepare the Final Master Plan as a color-rendered exhibit, mounted on ¼" foam board. The Master Plan will include call-outs of existing amenities to remain and call-outs / exhibits of all proposed new / re-located amenities and site furniture. Additionally, the Master Plan graphic will include wayfinding signage sketches and proposed locations. As a part of the Master Plan package, recommended plant materials, with typical exhibits of many species will be prepared to communicate the proposed California-friendly and drought-tolerant landscape treatment of the site.
- The Project Architect will also prepare a refined Floor Plan exhibit and develop Conceptual Exterior Elevation Drawings to communicate the preliminary design concept for the Community Building. Notes on these exhibits will indicate proposed finishes and materials for the exterior of the building.

- Prepare a Master Plan-level Estimate of Probable Construction Costs for the overall park improvements, and break up improvements into two phasing packages, as determined to be appropriate in a discussion with City staff. Costs for new architectural improvements (community building) will be a part of this Cost Estimate work. *Please note that with the exclusion of a Geotechnical Report from the Consultant's Scope of Work will inhibit the ability to accurately project the costs for construction of the new community building.*
- Prepare an Implementation Plan which discusses the components of each phase of development, generally discusses the impacts to the site and any surrounding neighborhood and street impacts during construction, and discusses funding sources which may be explored to augment City funds.

Task 4-E: Presentation of Final Master Plan

- Present Final Master Plan to City Staff in preparation of presentation to the community and City Council.
- Present Final Master Plan to the City Council for adoption of the community-supported design alternative.
- **RFA** will be available to also make presentations to other City policymaking bodies as an Extra Services item.

TASK 5 – PROGRESS REPORTS

Task 5-A: Development and Provision of Status Report Updates

- Led by the Project Manager, prepare project status reports at agreed-upon intervals to City staff for inclusion on the City webpage. Text for these updates will be ready for inclusion by the City's web server. The frequency of updated reports will be discussed and agreed-upon at the initial Pre-design Meeting, but are anticipated to include monthly updates as well as timely updates following key public meeting / outreach events.

TASK 6 – FUNDRAISING PLAN (Optional Service)

Task 6-A: Development of a Fundraising Plan

- Led by the Project Grants Advisor, prepare a report to describe local community, regional, and national fundraising efforts which could be developed to enhance funding for the park renovation project. Public / private partnership exploration will also be discussed in the report. With the adjacent Nature Center / Palos Verdes Preserve, the exploration of grants related to these special facilities will be included in this task. It is anticipated that Master Plan exhibits and report information will be added to upcoming grant applications as well as information about community support for the project already underway or recently accomplished.

Proposed Timeline

The schedule of work for the Master Plan services for Ladera Linda Community Park can be refined and agreed-upon by the City staff and **Richard Fisher Associates** in the event the precise Scope of Work for any Task is refined or the City has other deadlines to be accommodated.

As an editorial note, our firm always has been able to provide timely services to meet our clients' needs, and often we end up setting projects aside for periods of time while our client catches up to the next step in the planning and design process.

To accomplish the Scope of Work, as previously identified in this Proposal, we propose the following Schedule:

MASTER PLAN PARK DESIGN

TASK 1 – PRE-DESIGN MEETING

Task 1-A	Project Pre-Design Meeting with City staff	Week 1
Task 1-B	Conduct Site Research efforts	Week 1-2

TASK 2 – SITE ANALYSIS / ASSESSMENT

Task 2-A	Perform Review of Existing Documents & Background Information	Week 2-3
Task 2-B	Conduct Environmental Site Analysis	Weeks 3-6
Task 2-C	Conduct Physical Site Amenities Analysis	Week 3-4
Task 2-D	Conduct Existing Site Drainage Analysis	Week 3-4
Task 2-E	Conduct Geotechnical Testing & Prepare Report	Week 3-6
Task 2-F	Prepare New Topographic Site Survey (Optional Service)	Week 3-7

TASK 3 – COMMUNITY OUTREACH & PUBLIC PARTICIPATION

Task 3-A	Conduct (1) Community Outreach Meeting	Week 5
Task 3-B	Conduct Stakeholder Interviews	Weeks 5-7
Task 3-C	Conduct Presentations of Master Plan Process	Week 23 & 34

TASK 4 – MASTER PLAN DEVELOPMENT

Task 4-A	Preliminary Master Plan Design Process	Week 8-22
Task 4-B	Present Preliminary Master Plan Alternatives to City Staff	Weeks 23
Task 4-C	Present Preliminary Master Plan Alternatives in Community Forum	Week 24
Task 4-D	Finalize Preferred Master Plan Alternative	Week 25-32
Task 4-E	Presentation of Final Master Plan	Week 34

TASK 5 – PROGRESS REPORTS

Task 5-A Development and Provision of Status Report Updates On-going

TASK 6 – FUNDRAISING PLAN (Optional Service)

Task 6-A Development of Fundraising Plan Week 28-32

TOTAL MASTER PARK DESIGN EFFORTS 34 WEEKS

PROJECT AVAILABILITY

Richard Fisher Associates and its staff is available to start the Master Plan Design Services project immediately and offers the **City of Rancho Palos Verdes** our commitment that we will be able to complete the project within the above proposed Schedule.

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COST PROPOSAL

** Included in a Separate Sealed Envelope

City of Rancho Palos Verdes

Cost Proposal for Ladera Linda Community Park Master Plan Project



May 3, 2016

by



Richard Fisher Associates
a California S-Corporation

Richard A. Fisher, ASLA, Principal
2001 E. First Street, Suite 160
Santa Ana, CA 92705
(714) 245-9270
rfisher@rfaland.com

Cost Proposal

Professional Fees proposed for all Basic Services will be on a Fixed Fee basis.

Optional Services for Topographic Survey, for an AutoCAD Perspective of the Proposed Building, and for a Fund-Raising Plan are each proposed on an independent Fixed Fee basis, should they be subsequently awarded by the City. The attached Fee Proposal provides the allocation of fees by Tasks, as defined in the Proposal's Scope of Work section.

REIMBURSABLE EXPENSES

Reimbursable Expenses are in addition to fees for professional services and are billed at cost plus a 15% processing fee. Reimbursable Expenses may include, but are not limited to:

- A. Reprographics, such as original plots, renderings, reports, estimates, photocopying of project-related documents, copies of drawings and presentation quality perspectives, and any other deliverables.
- B. Postage, shipping and messenger expenses other than first class mail.
- C. Parking and mileage costs for meeting and site visits. The mileage rate will be equivalent to the current IRS Standard Mileage Rates.

We would recommend earmarking an additional "Not-to-Exceed" amount of \$10,000 to cover Reimbursable Expenses. While we in no way foresee using this full amount, we understand the difficulties that may arise for a City when trying to allocate additional funds for these expenditures after a contract has already been signed.

City of Rancho Palos Verdes
Ladera Linda Community Park Master Plan Project

Date: 05/03/2016

FEE PROPOSAL																		
TASK	DESCRIPTION	Principal		Associate		CADD		Clerical		Sub Consultants						TOTAL	OPTIONAL SERVICES	
		Hrs	\$145.00	Hrs	\$110.00	Hrs	\$85.00	Hrs	\$60.00	Meyer	AndPen	ECORP	Arborwell	DBA	T Gall			
TASK 1- PRE-DESIGN MEETING																		
1-A	Project Pre-design Meeting	3	\$435	3	\$330	0	\$0	0	\$0	\$575							\$1,340.00	
1-B	Conduct Site Research	4	\$580	8	\$880	8	\$680	0	\$0								\$2,140.00	
TASK 2- SITE ANALYSIS / ASSESSMENT																		
2-A	Review of Existing Doc'ts & Background	4	\$580	8	\$880	0	\$0	0	\$0		\$828						\$2,288.00	
2-B	Conduct Environmental Site Analysis	2	\$290	0	\$0	0	\$0	0	\$0			\$16,617					\$16,907.00	
2-C	Conduct Physical Site Amenities Analysis	4	\$580	8	\$880	8	\$680	0	\$0	\$575			\$1,610				\$4,325.00	
2-D	Conduct Existing Site Drainage Analysis	2	\$290	0	\$0	0	\$0	0	\$0		\$14,944						\$15,234.00	
2-E	Prepare New Topographic Site Survey	2	\$290	0	\$0	0	\$0	0	\$0					\$5,290			\$0.00	\$5,580.00
TASK 3 - COMMUNITY OUTREACH & PUBLIC PARTICIPATION																		
3-A	Conduct Comm'ty Outreach Mtgs	4	\$580	0	\$0	0	\$0	4	\$240	\$460							\$1,280.00	
3-B	Conduct Stakeholder Interviews	10	\$1,450	0	\$0	0	\$0	10	\$600								\$2,050.00	
3-C	Conduct Presentations of MP Process	6	\$870	0	\$0	0	\$0	0	\$0	\$1,380							\$2,250.00	
TASK 4 - MASTER PLAN DEVELOPMENT																		
4-A	Prelim Master Plan Design Process	12	\$1,740	150	\$16,500	225	\$19,125	0	\$0	\$16,486	\$2,083						\$55,934.00	
4-B	Present Prelim MP Alternatives to Staff	4	\$580	4	\$440	0	\$0	0	\$0	\$575							\$1,595.00	
4-C	Present Prelim MP Alt's Comm'ty Forums	8	\$1,160	0	\$0	0	\$0	0	\$0								\$1,160.00	
4-D	Finalize Preferred MP Alternative	4	\$580	70	\$7,700	105	\$8,925	0	\$0	\$6,662							\$23,867.00	
4-D	AutoCAD Perspective of Building	1	\$145	0	\$0	0	\$0	0	\$0	\$6,900							\$0.00	\$7,045.00
4-E	Present Final Master Plan	4	\$580	0	\$0	0	\$0	1	\$60	\$600							\$1,240.00	
TASK 5 - PROGRESS REPORTS																		
5-A	Progress Reports	16	\$2,320	0	\$0	8	\$680	10	\$600								\$3,600.00	
TASK 6 - FUNDRAISING PLAN																		
6-A	Fundraising Plan	4	\$580	0	\$0	0	\$0	3	\$180						\$4,315	\$0.00	\$5,075.00	
Totals (Tasks 1 through 6)																		
		94	\$13,630	251	\$27,610	354	\$30,090	28	\$1,680	\$34,213	\$17,855	\$16,617	\$1,610	\$5,290	\$4,315	\$135,210.00	\$17,700.00	
																First-Time Client Discount**:	(\$10,140.00)	\$0.00
																Adjusted Total Professional Fees	\$125,070.00	\$17,700.00

* **First-Time Client Discount:** *Richard Fisher Associates* would like to offer a one-time First-Time Client discount of 7.5% on the overall fees for the project.