

**CITY OF COSTA MESA
PROFESSIONAL SERVICES AGREEMENT
WITH
STANTEC CONSULTING SERVICES INC.**

THIS AGREEMENT is made and entered into this 6th day of August, 2016 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and STANTEC CONSULTING SERVICES INC., a New York Corporation ("Consultant").

WITNESSETH:

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to the planning and design of Skate Park II, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" (the "Project") and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the City's Request for Proposal ("RFP"), attached hereto as Exhibit "A," and Consultant's Response to City's RFP (the "Response") attached hereto as Exhibit "B," both incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Evaluations of the work will be done by the City's Chief Executive Officer ("City CEO") or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;

- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. ~~Consultant shall indemnify and hold harmless City~~ from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of City. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "C," attached hereto and made a part of this Agreement (the "Fee Schedule"). Consultant's total compensation shall not exceed Forty Nine Thousand Nine Hundred and Eighty Dollars (\$49,980.00).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal unless the City or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests

and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within thirty (30) days from the date City receives said invoice. Each invoice shall describe in detail, the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City or its Project Manager for inspection and/or audit at mutually convenient times for a period of three (3) years from the Effective Date.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Said services shall be performed in strict compliance with the Project Schedule approved by City as set forth in Exhibit "D," attached hereto and incorporated herein by this reference. The Project Schedule may be amended by mutual agreement of the parties. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of Three (3) years, ending on August 6, 2019, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the date of City's written notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings,

and to other documents pertaining to the services contemplated herein whether delivered to the City or in the possession of the Consultant.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by City:

- (a) Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers arising from work performed by Consultant for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:

- (a) Additional insureds: "The City of Costa Mesa and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- (b) Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."
- (c) Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Costa Mesa, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Costa Mesa shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Costa Mesa, its officers, officials, agents, employees, and volunteers.
- (e) The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The certificates of insurance shall be attached hereto as Exhibit "E" and incorporated herein by this reference.

5.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The City CEO or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and

agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. City shall designate a Project Manager to work directly with Consultant in the performance of this Agreement.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with City during the term of this Agreement. Consultant or its Project Manager shall attend and assist in all coordination meetings called by City.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

Stantec Consulting Services Inc.
46 Discovery, Suite 250
Irvine, CA 92618
Tel: (949) 474-1401
Fax: (949) 261-8482
Attn: Kanten Russell

IF TO CITY:

City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626
Tel: (714) 754-5303
Fax: (714) 754-5028
Attn: Robert Staples

6.5. Drug-free Workplace Policy. Consultant shall provide a drug-free workplace by complying with all provisions set forth in City's Council Policy 100-5, attached hereto as Exhibit "F" and incorporated herein by reference. Consultant's failure to conform to the requirements set forth in Council Policy 100-5 shall constitute a material breach of this Agreement and shall be cause for immediate termination of this Agreement by City.

6.6. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.7. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California.

6.8. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance

shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.9. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.10. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

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

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.12. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.13. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by City or its authorized representative, at no additional cost to the City.

6.14. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code Section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.15. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.16. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this

Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.17. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.18. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.19. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.20. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.21. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.22. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.23. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.24. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.25. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this

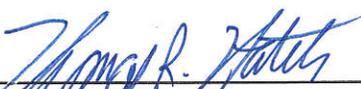
Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.26. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.27. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

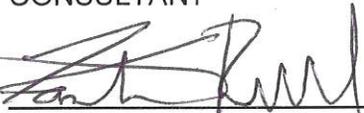
CITY OF COSTA MESA,
A municipal corporation



Chief Executive Officer

Date: 7/29/16

CONSULTANT



Signature

Date: 7/12/16

Karsten Russell P.M.

Name and Title

11-2167170

Social Security or Taxpayer ID Number

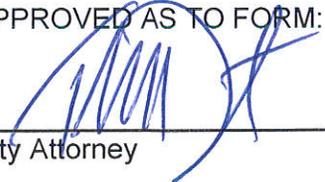
ATTEST:



City Clerk and ex-officio Clerk
of the City of Costa Mesa



APPROVED AS TO FORM:



City Attorney

Date: 08/04/16

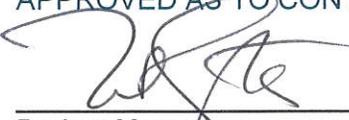
APPROVED AS TO INSURANCE:



Risk Management

Date: 7/18/16

APPROVED AS TO CONTENT:



Project Manager

Date: 7/5/16

DEPARTMENT HEAD APPROVAL



Public Services Director

Date: 7/28/16

FINANCE DIRECTOR



Stephen Dunivent, Interim Finance Director

Date: 8/26/16

EXHIBIT A
REQUEST FOR PROPOSALS



CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

FROM THE DEPARTMENT OF PUBLIC SERVICES/ENGINEERING DIVISION

March 15, 2016

**SUBJECT: REQUEST FOR PROPOSAL (RFP) FOR PROFESSIONAL SERVICES
FOR THE PLANNING AND DESIGN OF SKATE PARK II**

Dear Consultant:

The City of Costa Mesa is interested in receiving proposals from qualified consultants to furnish professional services for the design of a modern, top-ranked skate park facility that caters to users of all ages and skill levels.

The anticipated schedule of events required to complete the professional services for the project are as follows:

Schedule of Events

Date

- | | |
|---|----------|
| 1) RFP Issued | 03/15/16 |
| 2) Proposal Received by City | 04/08/16 |
| 3) Selection of Consultant | 04/29/16 |
| 4) Contract Award | 05/17/16 |
| 5) Kick-off Conference | 05/24/16 |
| 6) Review Potential Sites and Develop Priority List | 06/28/16 |

Schematic Design Phase

- | | |
|---|----------|
| 7) Presentation of Preliminary Concepts for the Top Three Sites to the Parks and Recreation Commission and Selection of One | 08/09/16 |
| 8) Presentation of Preliminary Concepts for the Top Three Sites to the City Council at a Study Session Meeting | 09/13/16 |
| 9) Presentation of Final Conceptual Design to the Parks and Recreation Commission to Recommend Approval | 10/27/16 |
| 10) Presentation of Final Conceptual Design to the City Council For Approval | 12/06/16 |

Enclosed is a Request for Proposal (RFP) to furnish professional services for the subject project. Selection of a consultant team will follow the "One Step RFP" method as outlined in the California Department of Transportation Local Assistance Procedures Manual. The minimum requirements for qualifications and the necessary professional services required by the City are stated within the RFP.

City of Costa Mesa Contact Person

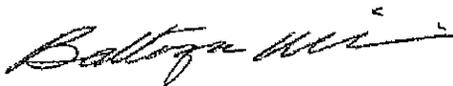
Robert Staples, Contract Administrator, (714) 754-5303, is the sole contact person for this project. Respondents are not to contact other staff members in conjunction with this RFP prior to the announcement of the award.

Required Copies of Request for Proposal on Due Date

Five (5) separate copies of the proposal must be received by the City no later than 3:00 p.m. on Wednesday, April 8, 2016. All proposals shall be delivered to:

Mr. Robert Staples
City of Costa Mesa
Public Services/Engineering
77 Fair Drive, 4th Floor
P.O. Box 1200
Costa Mesa, CA 92628-1200.

Sincerely,



Baltazar Mejia, P.E.
Acting City Engineer

Attachments

c: Ernesto Munoz, Public Services Director
File

REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES FOR THE PLANNING AND DESIGN OF SKATE PARK II

I. INTRODUCTION

The City of Costa Mesa currently has one of the best skate parks in the County. It provides a skateable area of approximately 15,000 SF and features a combination of street elements, bowls and transition areas. The existing Skate Park is extremely popular and is one of the most frequently used facilities owned by the City. The skating community and elected officials have requested the construction of a second, permanent skate park with a larger skatetable area at another site suitable for this application. The current Open Space Master Plan of Parks and Recreation concluded that, along with the one currently in use, an additional skate park is needed now and another by 2025. The Master Plan ranks skate parks as the most needed sports facility in the City. As stated in the Master Plan, "Far and away, the recreational element determined as a need by the highest number of need-identification tools is a skateboard park."

The City of Costa Mesa City Council approved funding for the design of a second, permanent skate park in the City with the adoption of the 2015-2016 Capital Improvement Program budget.

The existing Skate Park is well liked by the skating community and the local neighborhood. The success of the first facility can be attributed to its having had the active participation of the skating community, residents and the various City departments during the planning, design and construction phases of the project.

The City intends to follow the same approach for the design and implementation of Skate Park II. Therefore, the City desires to retain the services of a highly-qualified firm to assist the City with the schematic design phase of this project. The selected Consultant team must possess a strong background in urban park planning and design with an emphasis in skate park design. It is anticipated that the Consultant will be responsible for planning and programming the facility (including assisting the City with site selection), preparing conceptual and schematic designs including conducting traffic, parking, noise impact, lighting and space planning studies, preparing budget-level estimates and conducting public presentations.

A. General Goals;

The City of Costa Mesa desires to retain the services of a consultant to plan, program and design a second skate park at a location in the City with the most service area gaps. This will help secure grant funding and/or donations.

The goals for the project are as follows:

1. Survey the City for all potential sites for the proposed facility including City owned/leased facilities, government owned facilities like Fairview Developmental Center, SCE easements (i.e. 1660 Monrovia Ave) and Newport-Mesa School District sites. Also to be considered are privately owned sites such as vacant lots and developed sites. Examples include the playing field for the Marucci Sun Devils, the Ganahl Lumber warehouse (for an indoor skate park) and multi-agency ventures for sites like the one at the west end of 16th street.
2. Develop schematic designs for the top-ranked sites.

3. Evaluate the City's current skate park in order to determine exciting and Innovative skate features for the new park which will not duplicate those found in the existing park.
4. Conduct public workshops, progress meetings with the Skate Park Committee and public presentations to the Parks and Recreation Commission and City Council.
5. Develop the project in partnership with representatives of the skating community, as well as with various City departments and local residents/homeowners associations.
6. Schematic design shall include a state-of-the art sports lighting system. It should be consistent with and perform at least as well as existing facilities that utilize Musco's "Green Light" system.
7. Perimeter fencing for the skating features shall be made of eight-foot high solid picket wrought iron with at least one gated main entrance, a gated service entrance and an emergency gate.

The ultimate goal is to construct a modern, top-ranked skate park facility that caters to users of all ages and skill levels and includes state-of-the-art lighting.

B. Minimum Consultant Qualifications:

The key project staff furnished by the Consultant and sub-consultants must have at least five (5) years of prior experience on similar types of projects. All Consultants responding to this Request for Proposals (RFP) will be evaluated on the basis of their expertise, prior experience on similar projects, demonstrated competence, ability to meet the project schedule, adequate staffing, understanding of the project and responsiveness to the needs and concerns of the City of Costa Mesa.

II. CONTENT OF PROPOSAL

In order to maintain uniformity with all proposals furnished by Consultants, the proposals shall be limited to a maximum of 30 pages (excluding front and back covers, section dividers and resumes) and include the following:

- A. A statement of project understanding containing any suggestions to improve or expedite the project or special concerns of which City staff should be made aware. The project approach shall contain clarifications or additional scope of work the Consultant feels are necessary for the successful completion of the project.
- B. A project-team organization chart identifying those who will perform the work and a brief resume of each team member (including a list of similar types of projects in which they have been directly involved) is required. Identify the Project Manager (PM) proposed for this project. The PM will be the primary contact person to represent your firm and will be the person to conduct the presentation, if invited for an interview. Sub-consultants, if any, shall be identified with the same requirements as the main Consultant.
- C. A list of similar projects that your firm has completed within the last five (5) years. Information should include project description, agency or client name, along with the person to contact regarding these projects, contact telephone number(s), year(s) completed and project cost. Clearly indicate your firm's role for each project listed and whether your firm has been the lead Consultant or sub-consultant to a prime firm.

- D. Project references to include names, addresses and telephone numbers of amateur (groups or individuals) skaters, professional skaters and sponsors (no more than three from each category required).
- E. A list of any skate parks designed by your firm where professional and amateur skateboarding competitions have taken place.
- F. A proposed schedule indicating stages of work, time frames and ability to perform the required services in a timely manner.
- G. A fee proposal, in a separately sealed envelope, containing the following:
 - 1. Cover letter stating the not-to-exceed total lump sum fee for each phase of the Schematic Design Project. In addition, the Consultant is requested to include an amount of \$5,000 in the fee schedule for the Costa Mesa Skate Park II Project as a contingency to be used only as directed in writing by the City's PM.
 - 2. A spreadsheet with a detailed fee schedule of the proposed costs. Each fee schedule shall depict individual project tasks and number of hours assigned for specific personnel along with their basic hourly rates. The specific hourly rates shall include direct salary costs, employee benefits, overhead and profit. Travel time will not be allowed. The fee proposal shall reflect all anticipated fee increases during the contract duration.

Please submit five (5) copies of the project proposal and one (1) copy of the fee proposal.

III. CONSULTANT SELECTION COMMITTEE

The City of Costa Mesa Public Services Department has established a Consultant Selection Committee consisting of at least three (3) members who have acted in the capacity of Project Manager. The Consultant Selection Committee will evaluate the Consultants on their ability to:

- A. Produce a well-engineered set of PS&Es that will result in a minimum number of construction contract change orders.
- B. Produce an innovative and detailed set of construction documents which reflect field conditions and include existing drainage and utility locations.
- C. Provide constructability and value engineering during the design process to anticipate, as much as possible, potential construction problems.
- D. Provide the City with adequate estimates, quantity takeoffs, detailed drawings, etc., to allow for effective construction management and quality control of the project.

IV. ESTABLISHMENT OF FEES

The fee proposal will not be opened until the Proposal Selection Committee has evaluated the Consultants' proposals. In conformance with the Mini-Brooks Act, the City will select the Consultant based on qualifications and then negotiate a contract price based on available funding and a further breakdown of the "not-to-exceed" fee submitted in the fee proposal.

V. PROFESSIONAL SERVICES AGREEMENT

- A. A sample of the Professional Services Agreement is enclosed for your review (Exhibit A). The RFP and the Consultant's proposal will be attached to and become part of the executed agreement as exhibits.
- B. No reduction of professional services as stated in both the City's RFP and the Consultant's submitted proposal will be allowed.

VI. INSURANCE REQUIREMENTS

A certificate of insurance is enclosed for your reference (Exhibit B). Please refer to the sample agreement for the necessary amounts of general liability insurance, automotive, worker's compensation and professional liability insurance. The appropriate endorsements are also shown within the sample contract agreement.

VII. SCOPE OF CONSULTANT SERVICES

The scope of the work includes assembling an inventory of potential sites in the City of Costa Mesa that can support this facility, preparing feasibility studies for each potential site and ranking them accordingly. The Consultant will then develop preliminary concepts for the top three (3) locations, conduct public workshops, coordinate with the skating community, make presentations to Commissions and the City Council and complete the design development phase for the selected site. The work also includes identifying and designing supporting/ancillary facilities such as restrooms and storage buildings, tot lots, viewing areas, covered picnic shelters and bleachers, etc.

A. Project Analysis and Review:

Implement the General Goals, perform field review and investigations, evaluate existing conditions, research existing City plans and records, prepare preliminary environmental determinations and feasibility studies (including traffic, parking, noise impact, lighting and space planning) and meet with City staff to define the detailed project scope and objectives. Determine appropriate courses of action. Meet periodically with City staff and other advisory groups for appropriate guidance and coordination. In addition, Consultant will be required to conduct programming workshops and public presentations to the Skate Park Committee, the Planning and Parks and Recreation Commissions and City Council. The Consultant shall take notes during the public presentations and workshop meetings and prepare meeting minutes that shall be submitted to City staff for approval within one week after the meeting.

B. Survey:

The Consultant shall plot the project schematic design utilizing available aerials and topographic surveys and, if required, conduct topographic surveys to provide the necessary information to complete the schematic design for the project.

The Consultant shall provide the following minimum survey information:

1. Obtain permission from all landowners where topographic surveying is needed.
2. Provide base map that shall identify all existing improvements and trees within the project limits.

3. Show property lines including City and County boundaries.

C. Plans (Schematic Design Phase):

1. Prepare color concept plans based on the input from the public workshops and meetings with advisory groups and present to the Skate Park Committee. Direction will be given at this meeting to finalize at least one recommended concept plan and one alternate concept plan prior to the scheduled public presentations (Parks and Recreation Commission, Planning Commission, and City Council).
2. Final concept plans must show the following levels of detail:
 - a. Site plan (1"=40' min) showing the entire park and the proposed skate park and structures.
 - b. Layout (1"=20' min) of the proposed skate park, restroom buildings, picnic shelters and tot lot over the proposed construction area.
 - c. Details (sections, plan and profile, materials, etc.) of individual elements (skate park, restroom buildings, picnic shelters, tot lots, etc.)
 - d. 3-D (or Isometric) color renderings of proposed skate park and restroom buildings (solid object graphics preferred).
 - e. Locations of the sports lighting systems in the park.
3. Prepare preliminary construction cost estimates for the options being presented.

D. Quantity and Cost Estimates:

Provide preliminary construction quantity and cost estimates for the planning phase and a final estimate upon final submittal.

E. Project Document Submittal and Plan Information:

1. Project Initialization and General Requirements:
 - a. Project schedule and staffing requirements.
 - b. Monthly progress reports to the City.
 - c. Minutes of meetings.
 - d. Copies of permits. The City will provide all required City-issued permits for the design of the project and to operate in Lions Park and the street right-of-way free of charge.
 - e. Any other permits required for the design of the project shall be obtained by the Consultant (i.e. State Water Resources Control Board, County of Orange, etc.) and any fees charged will be paid by the City.
 - f. Fieldwork within the park will be conducted Monday through Friday from 7:00 a.m. to 5:00 p.m. or as authorized by the traffic control plans. The City shall be made aware of work conducted outside of normal hours prior to commencement of said work. No work will be conducted outside of normal hours without City approval.
 - g. Ensure that the project is designed and engineered to provide and maintain positive drainage flow.
 - h. Ensure that standing/stagnant water is avoided due to vector concerns.
 - i. Review files from previous skate park proposals in the City's Open Space Master Plan of Parks and Recreation.

- j. Incorporate color concrete surfaces in the skate park area and exposed aggregate finishes for all pedestrian pathways.
- k. Specify materials that provide lower maintenance needs/greater longevity and consult with the City on previously approved materials and equipment.
- l. Prepare informative literature, articles, press releases, and PowerPoint presentations for the proposed improvements. It is anticipated that the selected Consultant will make at least five (5) public presentations, including presentations at the City's Skate Park Committee, Planning Commission, Parks and Recreation Commission and City Council meetings.
- m. Consult the City's drainage master plan and existing storm drain improvement plans and perform hydrology and hydraulic analysis to properly design the proposed storm water storage system.

2. Schematic Design Phase:

- a. Conduct all topographic and property surveys necessary for the creation of base maps and schematic design of the project.
- b. The selected Consultant shall review field conditions with respect to storm drain maps provided by the City and report any configuration errors or inconsistencies to the City for clarification or correction.
- c. Conduct engineering studies including traffic, parking, noise impact, sound and space planning
- d. Prepare base maps and schematic plans.
- e. Submit hardcopies of reports (programming, survey, etc.), concept plans, renderings, sketches, minutes, estimates, etc., as specified and in digital format in their native programs (scanned documents as ".pdf" and ".jpg" files are acceptable).

3. Deliverables:

The Consultant shall provide the City with the following:

Hardcopies of reports (programming, survey, etc.), conceptual designs, concept plans, renderings, sketches, minutes, estimates, etc., as specified and in digital format in their native programs (scanned documents as ".pdf" and ".jpg" files are acceptable).

VIII. CITY RESPONSIBILITIES

The City of Costa Mesa will be responsible for providing all available system maps, existing hardcopy plans, reports and records on file with the City.

IX. ASSESSMENT OF WORK EFFORT PRIOR TO SUBMITTING REQUEST FOR PROPOSAL

Each Consultant must inform themselves fully of the conditions relating to the project and the employment of labor thereon. Failure to do so will not relieve a successful Consultant engineer of the obligations to carry out the provisions of the contract.

X. RIGHT TO REJECT ALL PROPOSALS

- A. The City of Costa Mesa reserves the right to reject any or all proposals submitted and/or to delete any portion(s) of the submitted proposal. No representation is made hereby that any contract will be awarded pursuant to this RFP or otherwise.
- B. All costs incurred in the preparation of the proposal, the submission of additional information and/or any aspect of a proposal prior to award of a written contract will be borne by the respondent. The City will provide only the staff assistance and documentation specifically referred to herein and will not be responsible for any other cost or obligation of any kind which may be incurred by the respondent. All proposals and documents submitted to the City of Costa Mesa become the City's property for its own use as deemed necessary.

XI. SUMMARY

Your participation is greatly appreciated by the City. It is the intent of this RFP to establish the minimum Consultant services required by the City. To assist in your preparation, this RFP was categorized into sections stating the specific requirements of the City. It is the intent of the City to select a Consultant and award a contract. All insurance documents must be submitted and approved prior to the award of the contract.

Attachments: Exhibit A – Professional Services Agreement (sample)
 Exhibit B – Certificate of Liability Insurance

**EXHIBIT B
CONSULTANT'S PROPOSAL**

April 8, 2016



Mr. Robert Staples
City of Costa Mesa
Public Services/Engineering
77 Fair Drive, 4th Floor
P.O. Box 1200
Costa Mesa, CA 92628-1200

250+
Skate park facilities
designed and built
for public clients

RE: Professional Services for the Planning and Design of Skate Park II

Dear Robert:

Wheels up!

Our team is excited to provide the City of Costa Mesa with our proposal for design services to the City's skate park. We have carefully assembled a team of highly qualified professionals with extensive experience in skate park consensus building, site planning, design, and construction services with over 250 skate park facilities in their portfolio. We specialize in high-end skate park planning and design for the design-bid-build process, and since we are not associated with any construction companies, we design in the best interest of the client and for the public's health, safety, and welfare.

We understand that the objective of this project is to successfully facilitate a design process, working with the community, to develop a world-class skate park that brings a unique signature to the City of Costa Mesa. Our end goal is the same as yours—to develop creative solutions through proper site selection and innovative design for a project that can be successfully implemented within budget. Our track record of successful experience bringing municipalities through their skate park project means we know the associated opportunities and constraints to consider. From site analysis and a detailed project approach to grand opening activities, we know how to maximize opportunity without maximizing budget.

We see this project as an opportunity to raise the bar in skate park design, and are therefore excited to present an award winning, all-inclusive team comprised of former pros: Mike McIntyre, Action Sport Principal-in-Charge; Kanten Russell, Project Manager and Lead Skate Park Designer; and Colby Carter, Skate Park Designer. Kanten has over 20 years of experience as both a professional skateboarder and as a designer with over 100 public skate parks in his portfolio. Additionally, Mike and Colby have both worked on over 250 public skate parks across the country. Together, our leading team brings local understanding and authenticity to the skate park planning and design process in your community. Our team's recent experience with successful skate park site planning and design projects include projects in the following cities:

- Manhattan Beach, California
- Glendale, California
- Milpitas, California
- Oakland, California

Our skate park specialists will work alongside RJM Design Group and our Irvine civil engineering group, who all have a local understanding of this skate park project and are familiar with working in the City of Costa Mesa. Several members of our project team have visited the existing Volcom Skate Park, and have a thorough understanding of your skateboarding community's needs. Renowned skate park design process, paired with local civil and landscape architecture teams, means we can deliver services quickly to meet the project goals and deadlines.

We are truly excited by the opportunity to help the City of Costa Mesa realize its vision of having a safe and aesthetically suiting skate park designed for an active community. If you have any questions regarding our professional services, please do not hesitate to contact us directly at the information provided in our signatures below. Both Mike and Kanten having binding authority on behalf of Stantec.

Sincerely,

Stantec Consulting Services Inc.

A handwritten signature in black ink, appearing to read "Mike McIntyre".

Mike McIntyre, P.L.A., CLARB, ASLA
Principal, Action Park Consultant
mike.mcintyre@stantec.com
(760) 815-7735

A handwritten signature in black ink, appearing to read "Kanten Russell".

Kanten Russell
Project Manager
kanten.russell@stantec.com
(858) 633-4233



What's Inside

A Project Understanding

Understanding
Project Approach

B Project Team

Organization Chart
Project Manager and Team
Member Introductions
Subconsultants

C Similar Experience

D Project References

E Competition Level Design

F Schedule

G Fee Proposal

Separate Sealed Envelope

Attachment 1

Team Member Résumés

A. Understanding & Approach

Our Understanding

Since opening in 2005, the Volcom Park is highly-attended and often times over-crowded. With a growing community of skateboarders, Costa Mesa needs more than 15,000 square-feet of skateable surface. This demand is echoed in online reviews calling for a larger existing location or possible second skate park as defined by the current Park and Recreation Master Plan. With a number of site options, the City needs a consultant to analyze and identify the most feasible option.

Project Goals

1. Review all potential City sites for the proposed facility including City owned leased facilities, government owned facilities, District sites, privately owned sites and developed sites.
2. Develop schematic designs for the top-ranked sites.
3. Evaluate the City's current skate park in order to determine exciting and innovative skate features for the new park which will not duplicate those found in the existing park.
4. Conduct public workshops, progress meetings with the Skate Park Committee and public presentations to the Parks and Recreation Commission and City Council.
5. Develop the project in partnership with representatives of the skating community, as well as with various City departments and local residents/homeowners associations.
6. Schematic design shall include a state-of-the art sports lighting system. It should be consistent with and perform as well as existing facilities that utilize Musco's "GreenLighting system.
7. Perimeter fencing for the skating features shall be made of eight-foot high solid picket wrought iron with at least one gated main entrance, a gated service entrance and an emergency gate.

The Ultimate goal is to construct a modern, top-ranked skate park facility that caters to users of all ages and skill levels and includes state-of-the-art lighting.

Optimal Collaboration

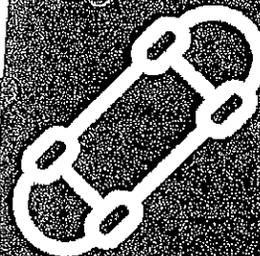
Providing you with another arena for exhibitions and skill development is our ultimate goal. Making sure it is in line with your current Master Plan is a top priority. That's why we've teamed with RJM to deliver the best of both worlds—a renowned skate park design team, backed by a team of professionals that you've worked with before.

Stantec's proposed civil engineers (formerly VA Consulting) has worked on several Costa Mesa projects, including:

Fairview Road and Wilson Street Intersection Improvements
Harbor Boulevard and Victoria Street Intersection
Victoria Street Rehabilitation
17 Street/Tustin Avenue and Harbor Boulevard/Wilson Street Intersection Improvements
9 Howard Way, Century Place and 16th Street

RJM has enjoyed working with the City of Costa Mesa on several past projects including:

2003 Update of the Parks and Recreation Master Plan
TeWinkle Park Master Plan (identifying the location for the Volcom Skate Park)
City's current Parks and Recreation Master Plan Update



Less waiting. More skating. Costa Mesa needs more designated areas for skateboarders to hone their skills.



Public Skate Park Input Meeting in Boston, Massachusetts

Our Approach

Our Team is highly specialized in developing World class skate parks, plazas, wheel friendly plazas, functional art, integrated green technologies and working in similar complex conditions with multiple stakeholders. Our team understands the intent to create a skate park that welcomes the community at large to enjoy the amenities and aesthetics of this public destination. The Stantec team has analyzed the historical and current skate park feasibility and has prepared preliminary thoughts on the process we recommend the City implement in this continuation of the planning phase.

We are extremely familiar with costs for public skate parks and will provide an accurate cost estimate to help ensure Skate Park II's budget is maintained both in this phase and beyond. We have done several feasibility studies in the past including the city of Rochester, NY, Milpitas, CA, and currently with the City of Manhattan Beach, CA on a site planning feasibility study and we encourage you to call these references for our current work to date.

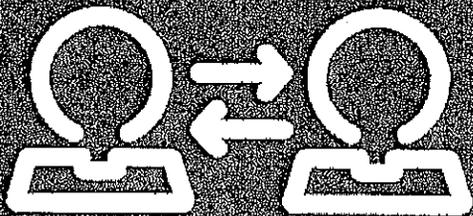
Overall, it would be our intent to revisit the public facilitation process with the goal of gaining community consensus for opportunities and limitations within the project scope and bring a "Next Steps" action plan to the City for consideration and use at your discretion.

Our expertise in public facilitation to develop unique spaces will play an important role in our early planning considerations throughout the design process. In addition, planning for a facility that accommodates all skills levels as well as spectators to enjoy the park and the surrounding environment will be considered early on. We are highly skilled in incorporating elements of history to identity to each park we work on – even at a planning phase. This can be helpful in sourcing advocacy and fundraising opportunities. A large number of our parks include donor recognition from sculptures, walls, bricks plaques to name a few. We created what is being touted as the first GREEN SKATE PARK by the Tony Hawk foundation in St. Cloud, MN with recycled granite, rain gardens, bio-swales, material selection and overall construction process. We were also successful in working with the Charles River conservancy to secure 1.5 million dollars with Vans Shoes for the Charles River Skate Park in Boston, MA that just recently opened to great reviews.

The following is our proposed design approach and work plan for the project. As we work together we are flexible to make any changes that enhance the planning process.

Planning Approach & Work Plan

The following summarizes our proposed planning process based on the requirements of the RFP and our preliminary understanding/ investigation of the project requirements. Our team will collaborate and work closely with the City of Costa Mesa and community stakeholders. We anticipate that the City staff will participate in an integrated Community Planning Process for the early planning and feasibility of the skate park as outlined later in this section. We have structured the project scope of services to create process efficiencies and provide the best value to the City of Costa Mesa for future phases of the project.



A strong start is key to a successful project. We have already performed a site visit, initiated the research effort, and developed an initial work plan in an effort to generate positive momentum moving into this project.

TASK 1.0 – PROGRAMMING & SITE SELECTION PLANNING

Objectives:

- Define scope of work, schedule, program and overall items of coordination.
- Establish the project working relationship with all members of the project design team.
- Review any applicable studies, concepts, existing data sources, and any other work done to date in the interest of this project.
- Conduct site visits and perform site analysis, site location review and recommendation study.
- Prepare project program requirements and site selection providing detailed direction as to the most suitable skate park location.
- To develop an estimate of probable construction cost.
- To conduct Skate Park specific public design workshop to gain community feedback on preferred elements and style of park.

1.1 Project Kick-off Meeting #1 (STANTEC/CLIENT)- Location TBD

- STANTEC will perform Kick-Off meeting with the City and applicable groups determined by the City. Stantec will issue a data sheet/questionnaire for the Client to complete prior to the first project meeting. This data sheet will assist STANTEC in the programming and design of the Skate Park.
- Meet with Client staff and team consultants to verify work program, schedules and channels of communication.
- Review project scope, schedule and budget with design team.
- Project overview and distribution of design team responsibilities.
- Work with the city to develop a community needs assessment and skate park survey
- Site analysis and assessment of potential locations throughout the City.

1.2 Data Collection (STANTEC/ CLIENT)

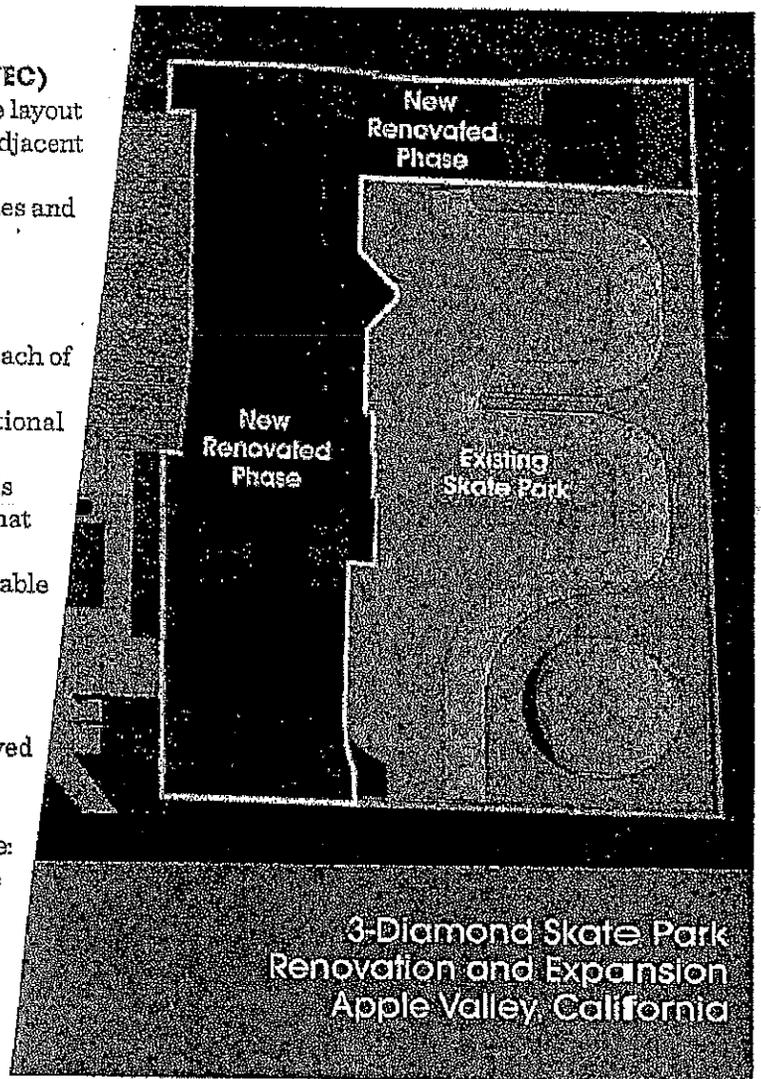
- Data will be collected as it relates to the existing site and proposed development to ensure an understanding of the site and park program. Existing information pertinent to the project scope of work will be gathered and distributed to all design team members during this phase of the work by the Client.

1.3 Skate Park Flow and Skill Level Diagrams (STANTEC)

- Develop alternative bubble diagrams illustrating the layout and program relationships of the Skate Park to the adjacent site amenities for each evaluated site.
- Diagram activity zones, approximate size of amenities and circulation throughout each transition zone.

1.4 Project Meeting #2 & Programming & Concept Presentation Meeting #1 (STANTEC/CLIENT)

- City/Client shall locate and reserve the room(s) for each of the below listed meetings.
- City/Client shall provide STANTEC with any operational or maintenance issues pertaining to other parks within the Client's oversight. STANTEC will use this information to respond to any existing park issues that may be addressed in the design of this project.
- City/Client shall provide STANTEC with any applicable municipality and surrounding area guidelines, specifications, and detailing as it relates to any designed element within the project. Client & City shall additionally inform STANTEC of any special requirements for this particular project (City approved development plans, previously approved conceptual plans, special guidelines, area plans, etc.).
- Three separate meetings will occur on the same date:
 - » Client Staff Meeting – This meeting will include the Client Staff.
 - » Design Team/Project Consultant Meeting – This meeting will include the Client Staff, City Staff, public agencies and any team consultants related to the project.
 - » Skate Park Presentation Meeting #1- The public meeting, typically starting between 6:00 – 7:00 pm, will be held to facilitate a work session to develop consensus on site selection and present the Skate Park bubble diagrams, preliminary concepts & to conduct the design input workshop. STANTEC will present various Skate Park Styles and Elements for public feedback on design direction for each evaluated site.



Task 1.0 Deliverables

1.1 Memorandum of project understanding and scope – submitted to Client & City for review and approval.

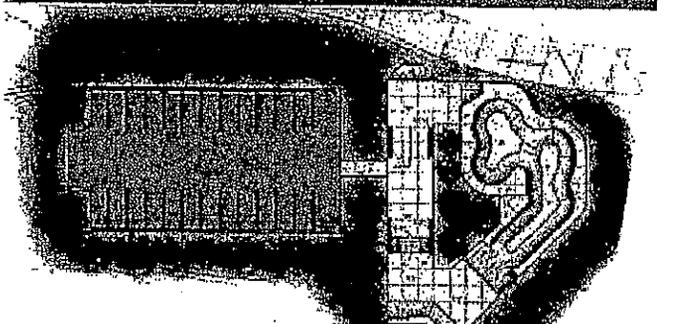
1.2 Matrix delineating requested items and status of each item (received/waiting on information). Matrix shall be issued to client after Design Team Meeting #1.

1.3 Diagrammatic sketches of proposed site layout concepts for top selected sites.

1.4 Public Meeting #1 materials/ results: sign in sheet, meeting agenda, questionnaires, pros and cons exercise sheets, PowerPoint presentation, group sketches and online results.

- Client shall receive (10) copies of each task item in 8" x 11", 11"x17" and 24"x36" format in their applicable format.

Falmouth Skate Park Schematic Design, Falmouth Massachusetts





Kantem Russell facilitating a design session with pro skateboarders Andy MacDonald, and Anthony Shetter

TASK 2.0 SCHEMATIC PLANNING/ FEASIBILITY STUDY

2.1 Skate Park Conceptual Layout Plans (STANTEC)

- Based upon specific design criteria gathered from the Client/City and public input obtained from the first public meeting, STANTEC will prepare conceptual design plans for the top three (3) evaluated sites that will depict STANTEC facilities and relationships. Specific concept to be reviewed under this contract shall be limited to the following items:
 - » Develop conceptual skate park designs for the top three (3) evaluated sites identifying horizontal layout of the park based on the conceptual bubble diagram layout and client approval
 - » Pedestrian access and circulation system
 - » Relationship between Skate Park elements and existing/proposed recreation areas
 - » Landforms and grading concept (skate park project limit of work only)

2.2 Project Specific Skate Park Website (STANTEC)

- Create website specific to this project available. The website will be accessible 24/7 by anyone who registers, providing they have access to the Internet.
- The website address will be distributed to all participants in the public meeting #1.

- Items displayed on the website will include site selection/concept photos/drawings.
- Community will have the opportunity to interact with STANTEC via this website and provide project feedback.

2.3 Develop Final Skate Park Schematic Master Plan (STANTEC/CLIENT)

- Develop final Skate Park master plans based on conceptual layouts, design team input, City input, client input, and public design workshop comments for the final three (3) selected sites

2.4 Preliminary Skate Park Cost Estimate (STANTEC)

- Determine preliminary cost for the Skate Park elements.
- Cost estimate shall be based upon general square footage prices, based on current market conditions.

2.5 Project Meeting #3 & Site Selection & Concept Presentation Meeting #2 (STANTEC/CLIENT)

- Present Skate Park concepts for the top three evaluated sites in graphic format to the City Council and the community.
- Present overview of community input feedback and preferred site locations in a study session style meeting.

2.6 Feasibility Study (STANTEC)

- Skate Park site selection and feasibility study matrix for each site evaluation.

- Recommendation report justifying the design concept from community input and preferred site selection prioritizing non-residential areas
- Recommendation of possible funding and donation sources.

2.7 Project Meeting #4 & Presentation Meeting #3 to the Parks and Recreation Commission (STANTEC)

Present Final Skate Park Planning, Concepts for the top evaluated selected sites, and Feasibility Study findings.

2.8 Project Meeting #5 & Presentation Meeting #4 to City Council for Approval (STANTEC)

- Present Final Skate Park Planning, Concept for the top evaluated selected site, and Feasibility Study findings to the City Council for recommended action.

Task 2.0 Deliverables

2.1 Conceptual site plans and skate park improvement concepts to be used as a basis for the future construction documents

2.2 Project specific project website

2.3 Final Skate Park schematic master plan

2.4 Preliminary costs for Skate Park based on current market conditions

2.5 Final Skate Park Design graphics in 3-D Format

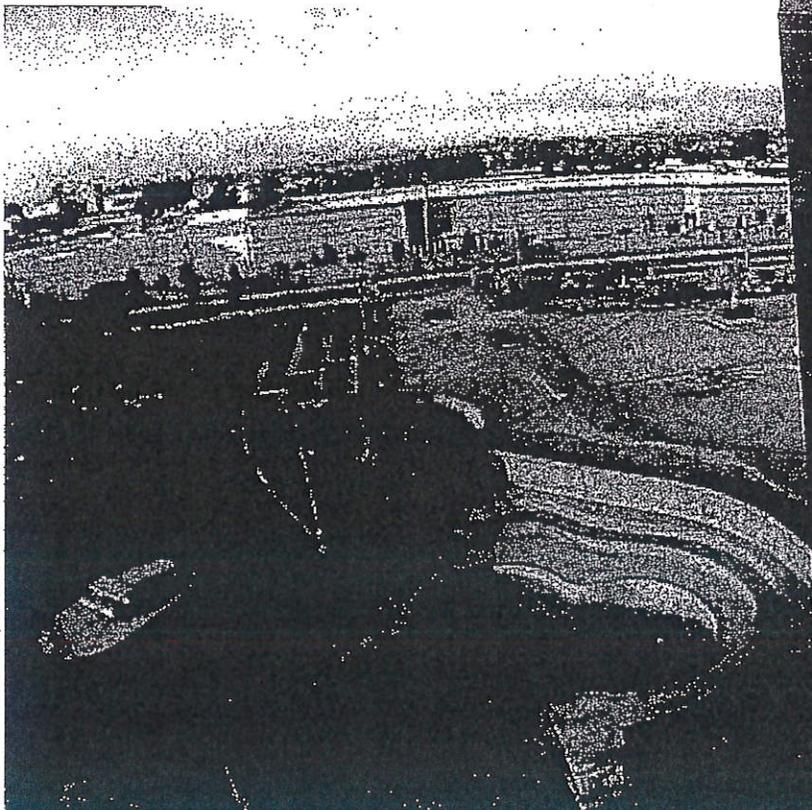
2.6 Site Selection and Feasibility Report

- Client shall receive (10) copies of each task item in 8" x 11", 11"x17" and 24"x36" format in their applicable format.



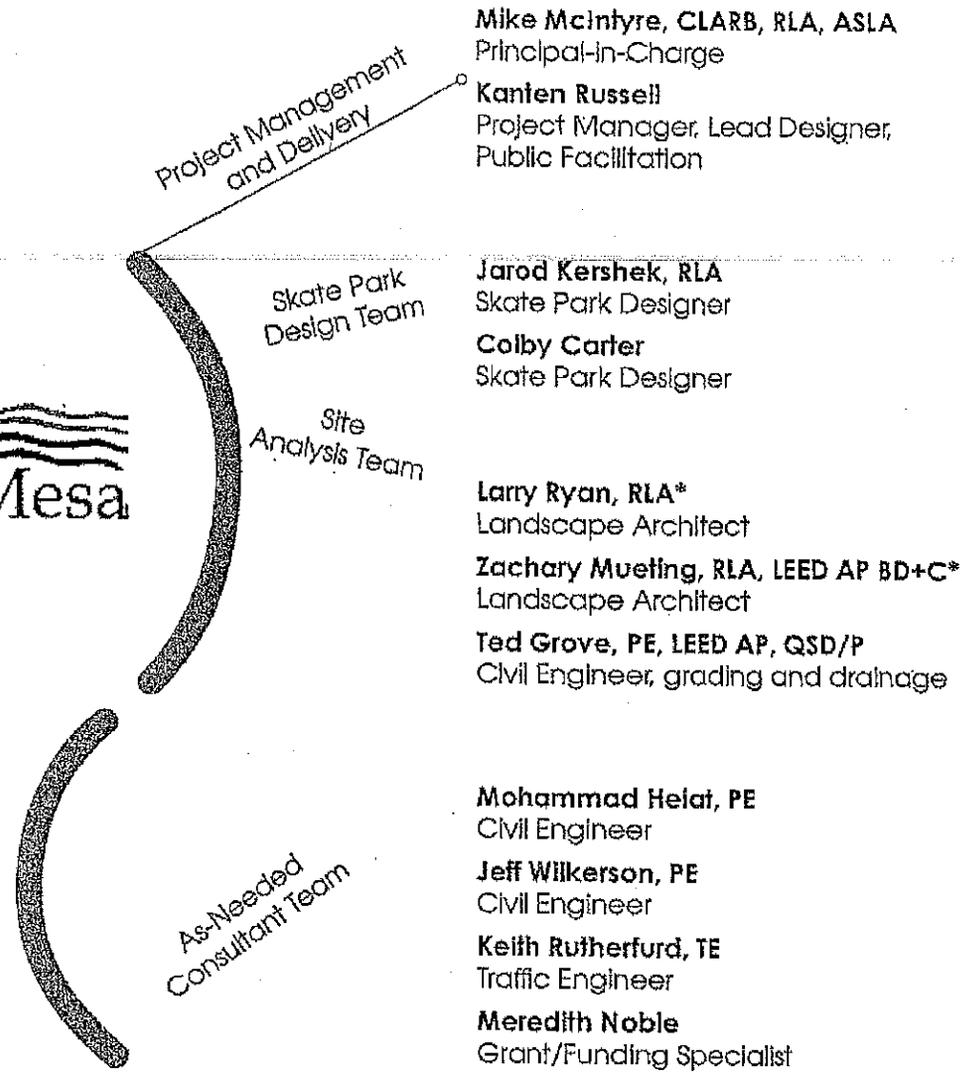
“Kanten’s integrity and easy-going personality create an atmosphere where ideas and communication flow easily. His expertise and reputation enabled us to navigate successfully numerous heated public meetings. He helped develop several plans for our City that resulted in the successful completion of the skate park we have today.”

Glenn Bagna, Project Manager
City of Santa Clarita



Aerial of Encinitas Community Park Skate Park designed by the Stantec and RJM Team

B. Project Team



*RJM Design Group



The right team—Our local team helps communities like Costa Mesa plan and develop skate parks throughout North America

Project Manager & Team Member Introductions

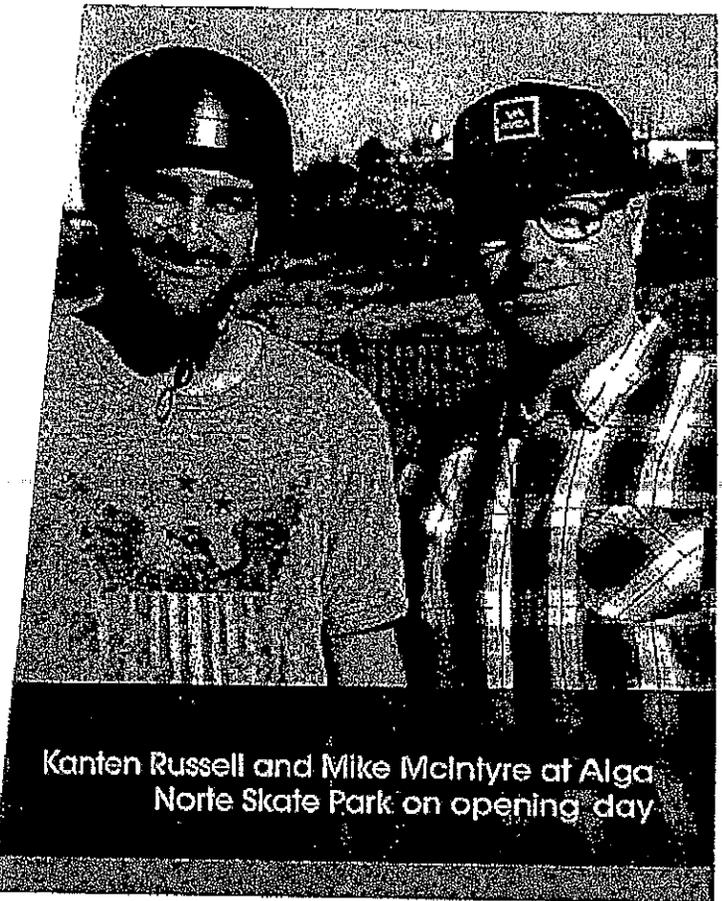
Kanten Russell, a professional skateboarder for over 13 years, will serve as the **Project Manager and Lead Designer** for this project. Kanten has traveled the world, working on over 100 action sport facilities, with a focus on innovative and highly respected skate parks. As lead designer, Kanten's technical expertise comes from both an athletic and designer's perspective. His years of competing on the professional action sport circuit will inform material and surface choices, as well as the variations, flow, and complexity of obstacles. Some of Kanten's recently completed projects include the Encinitas Skate Park in Encinitas, CA and Alga Norte Skate Park in San Diego, CA. He is currently managing Mid City Skate Park in San Diego, phase two a skate park feasibility study for the City of Manhattan Beach, the renovation of the skate park in Brea, and a skate park in Glendale that's currently under construction.

Included in our team is our **Action Sport Principal, Mike McIntyre**. As both a Registered Landscape Architect and former sponsored rider, Mike has helped pioneer such movements as the "skate plaza" and now the "wheel friendly-barrier free plaza" along with the development of BMX racing standards used in today's track development. Mike will serve as our Principal-in-Charge, overseeing delivery of expert quality design and deliverables for a skate park design that is wheel friendly for skateboard and bike use.

For this project, we've enlisted the support of RJM Design Group (RJM) to provide landscape architecture services. Based on our previous experience with them on projects involving skate parks, and their thorough understanding of your Parks and Recreation Master Plan, RJM will help us deliver a skate park that enhances the quality of life for the entire Costa Mesa community.

Our proposed team also includes civil engineering, stormwater design, and landscape architectural design and production support from our local and industry experienced staff that includes:

- **Jarod Kershek and Colby Carter** will provide skate park design support. Both are specialized in skate park design and drawing production. A registered landscape architect, Jarod also provides site visits and construction inspection for our skate park projects. Colby brings the experience of engagement on over 250 skate park designs and major skateboarding events to our team.
- **Local civil engineer, Ted Grove**, is based in our Irvine office and will support the analyses for the Costa



Kanten Russell and Mike McIntyre at Alga Norte Skate Park on opening day

Mesa Skate Park II project with site/civil investigation for site selection as well as any other civil engineering needs. As an avid skateboarder himself and a regular visitor of your Volcom Skate Park, Ted will help deliver a conceptual design with the right components for Costa Mesa locals.

- **Larry Ryan and Zachary Muetting** from RJM will bring their understanding of your masterplan to each of our discussions and planning sessions. Both registered landscape architects, they have ample experience working with our lead designers on similar projects.

We're here for you! Our local advantage and industry expertise across all of our services ensure that your project is fully supported from the initial kick-off meeting to the submission of the conceptual plan for fundraising purposes.

Additionally, should grant and fund sourcing support be helpful to the City as the project is bid and a construction company is selected, we have in-house grant/funding specialists who have sourced over \$1 billion dollars in funding for our clients since 1985. **Meredith Noble, our proposed grant/funding specialist, has helped our clients secure \$ 2.9 million dollars in funding, with more than an additional \$ 5 million in grants pending.** More information on our process for grant application support follows Meredith's resume at the end of this section.

Please see our team resumes in Attachment 1.

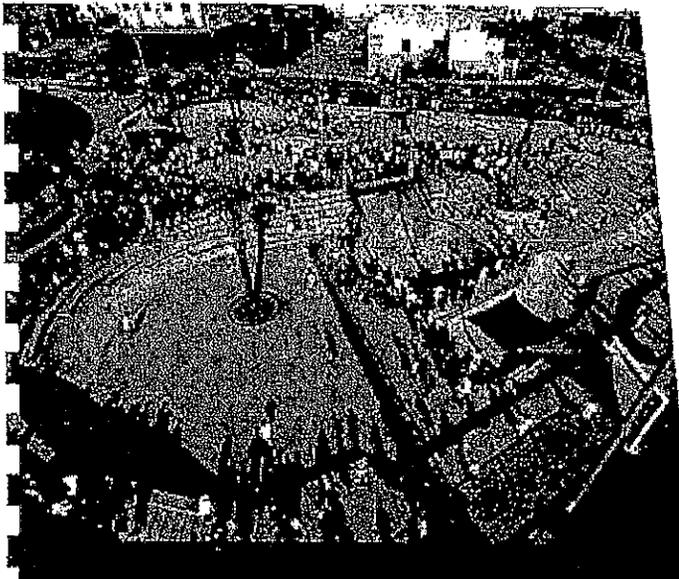
Our Firm, Your Team

Stantec

We're active members of the communities we serve. That's why at Stantec, we always design with community in mind.

The Stantec community unites more than 14,000 employees working in over 230 locations. Our work—professional consulting in planning, engineering, architecture, interior design, landscape architecture, surveying, environmental sciences, project management, and project economics—begins at the intersection of community, creativity, and client relationships. With a long-term commitment to the people and places we serve, Stantec has the unique ability to connect to projects on a personal level and advance the quality of life in communities across the globe.

Since 1954, our local strength, knowledge, and relationships, coupled with our world-class expertise, have allowed us to go anywhere to meet our clients' needs in more creative and personalized ways. With a long-term commitment to the people and places we serve, Stantec has the unique ability to connect to projects on a personal level and advance the quality of life in communities across the globe.



The proposed Stantec and RJM team members collaborated with the City of Santa Clarita to deliver a 30,000 square foot skate to the community, along with other amenities. The local favorite provides a destination skate facility providing for both 'bowl' and street skating venues, and hosts several annual exhibitions.

Locally Rooted with a Global Expertise

With an office right in San Deigo, CA, we are not only your partners in this planning process, but we're also your neighbors.

Our specific proposed team members collectively hold the largest, most notable portfolio of experience related to skate park environments worldwide. We focus on the core interest of community, social impact and environments in which we recreate and express one self. As a result, you can expect your project to be functional, creative, have site integration and be visually spectacular.

Qualified & Insured

We are licensed and insured to meet the needs and standards your community will need at any project phase. Our skate park designers' knowledge of the action sport industry puts our team at an advantage to help Manhattan Beach pursue not only a feasible facility, but also a world-class skate park. Our local presence and understanding of the community will increase the efficiencies of communicating ideas and productively collaborating.

RJM Design Group (RJM)

Established in 1987, RJM Design Group has evolved into a multi-disciplinary planning and landscape architectural design firm committed to serving the needs of public agencies and organizations throughout the west. The RJM team of dynamic individuals includes licensed landscape architects, architects, designers and planners, many of whom are LEED Accredited Professionals. Each person contributes a unique experience and passion to every project. Their designs evolve from a careful evaluation of the program, site character, community needs, sustainability, budget, maintenance and safety.

The Stantec and RJM team has successfully delivered several projects with skate park components, including the recently successful opening of the 30,000 square foot Encinitas Wheel Friendly Skate Plaza and the Santa Clarita 38-Acre Sports Park Expansion referenced in Section C. Working with expert skate facility designers and pro skaters at Stantec, RJM will continue its support for the Costa Mesa skating demand and review each site for potential new development as well as ensure the City's goals and recommendations of the current Master Plan project are full filled through this design effort.

Public Facilitation Expertise

No park can be a success without active participation from the end users and community in which our designs are generated. Our community consensus process that has been tried, tested, and proven in communities throughout the world for over 10 years. We document our process for our clients as a means of justification for all ideas generated during the project process. From the initial sign in sheet matrix, project questionnaires to online community input website for each project we document everything as part of the Our teams community consensus process.

Our community consensus process looks far beyond the internal elements of the project. As Licensed Landscape Architects we see the contextual environment, psychology of space and site amenities in tandem with the park design. We provide sound information based upon theme, budget, circulation, parking, lighting security and safety for all users to name a few.

Our team graphically communicates with the community every step of the park development from the initial site analysis, opportunities and constraints to similar project success stories. We believe in going the extra step with our color graphics, 3-D models and animation to make sure the communication is clear and concise for the community. The result of our practice has been an authentic design process in which stakeholder communities feel personally invested and engaged in the success of these facilities.

Success

A successful skate park requires community process and professional design services that satisfy the discriminating needs of the general public and interests groups, while maintaining economic efficiency for the City during construction and eventually maintenance. As such, the project requires the expertise of a range of professionals including: Planners, Landscape Architects, Professional Skateboarders and experts in the low bid-build process in which our team is comprised of at Stantec. We are dedicated to the success of your project as we are with all our clients demands.

Signature Result

Nothing exists in isolation. Physical, cultural, historical, and behavioral factors must be reflected in our process, service and end product. We work with you and your community to envision and plan for integrated skate park environments. Instead of adhering to a signature style, we produce a signature result: aesthetically pleasing, environmentally sound, economically vital with a service and end result that enriches the lives of its users.



“ Our City is proud of the superb quality of the skating facilities designed by Mr. McIntyre and Mr. Russell at Encinitas Community Park, and the huge popularity of the skate park with skateboarders of all ages is a great testament to their success. The skate park is truly a community treasure, thanks to the efforts of Stantec (and RJM).

Stephanie Keilar, PE
City of Encinitas, Public Works

Connection

Collaboration is our culture, because we pioneered the multidisciplinary process of action sport development and landscape architecture, we understand better than anyone how to bring multiple disciplines together, building community consensus enabling us to produce outstanding results for communities worldwide. We relish the opportunity to transform difficult assignments into breakthrough action plans for our clients and end users.

Client Involvement

The best designs emerge not from preconceived notions, but from a thoughtful, collaboration process tied to the real world. We encourage our clients and communities in which we work to get involved with the process. We challenge their assumptions, and ask them to challenge ours. We pose proactive questions, often exposing issues they were unaware of. We place each aspect of a project in the next larger context, ensuring that it connects to the entire project.

C. Similar Projects

Design Team Authenticity

Our skateboarding backgrounds complement and enhance our design education and licensure, supporting well-informed design considerations that are critical for this pre-design and siting phase of the project. To best guide you through this process we can seamlessly join your project team and collaborate directly with any teaming firm with regards to the overall project.

Serving together as industry-renowned skate park Designers, Mike McIntyre, RLA, Colby Carter, and Kanten Russell (all former professional skateboarders) have collectively worked on over 250 public skate park projects around the world - providing design solutions for some of the industry's most progressive skate park projects through the use of Green Technology and "Wheel Friendly" attributes.

The Stantec Action Sport team will serve as the core of the design feasibility process. They will work alongside RJM Design Group and the City of Costa Mesa to review and facilitate the public process and community input. Their connections to the skateboarding industry and inspiration pulled from the community will serve as an asset to providing an authentic design that will serve skateboarders of all levels as well as provide a "destination" for spectators and those searching for a unique public atmosphere.

Together we possess a balanced understanding of local regulations with ample Skate Park experience to successfully accommodate the complex considerations for your skate park.

Structuring the team as shown in the organization chart carries the expertise Costa Mesa will require while accommodating your allocated feasibility study budget in a highly cost-effective manner. Our comprehensive team of industry specialists can provide all of your design, cost estimating, bidding and construction documentation needs and simplify correspondence for meetings and deliverables as a single team without subconsultants. We are able to provide local, rapid, and cost effective delivery of all disciplines necessary to plan and design Skate Park II within your desired schedule.

Key Experience

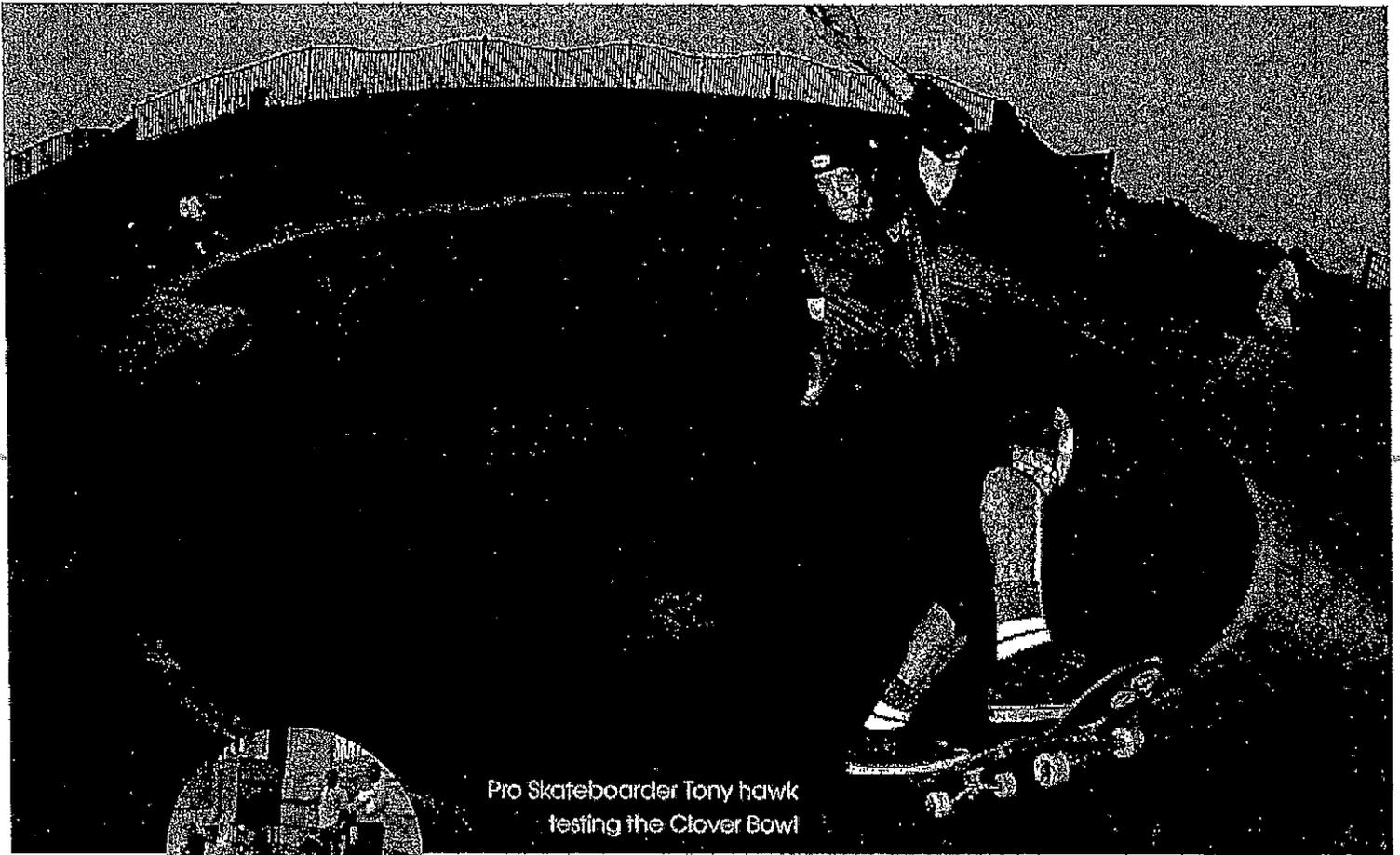
Please see our similar projects on the following pages for relevant projects and client contacts. We encourage the City to hear from a client's perspective, just how valuable we can be towards the successful planning of your skate park for future phases.

Kanten Russell's understanding of skateboarding and park design is what made the St. Cloud Skate Plaza a total success. After lobbying and fundraising for a skate park for over a decade, Kanten came to our city council meeting and explained to the city the importance of proper design. He convinced our mayor, our city, and our skate community to build our skate plaza. Almost 5 years later, the plaza is still the most used recreational park in the city.

Mike Thienes
Youth Shelter Supply



Professional Skateboarder Ryan Reyes testing the San Diego County Lindo Lake Skate Park



Pro Skateboarder Tony hawk
testing the Clover Bowl



RJM Prime
Stantec Sub

Encinitas Community Park Skate Plaza

Encinitas, CA | Encinitas Parks Department
Stephanie Keller, Project Manager | (760) 633-2755

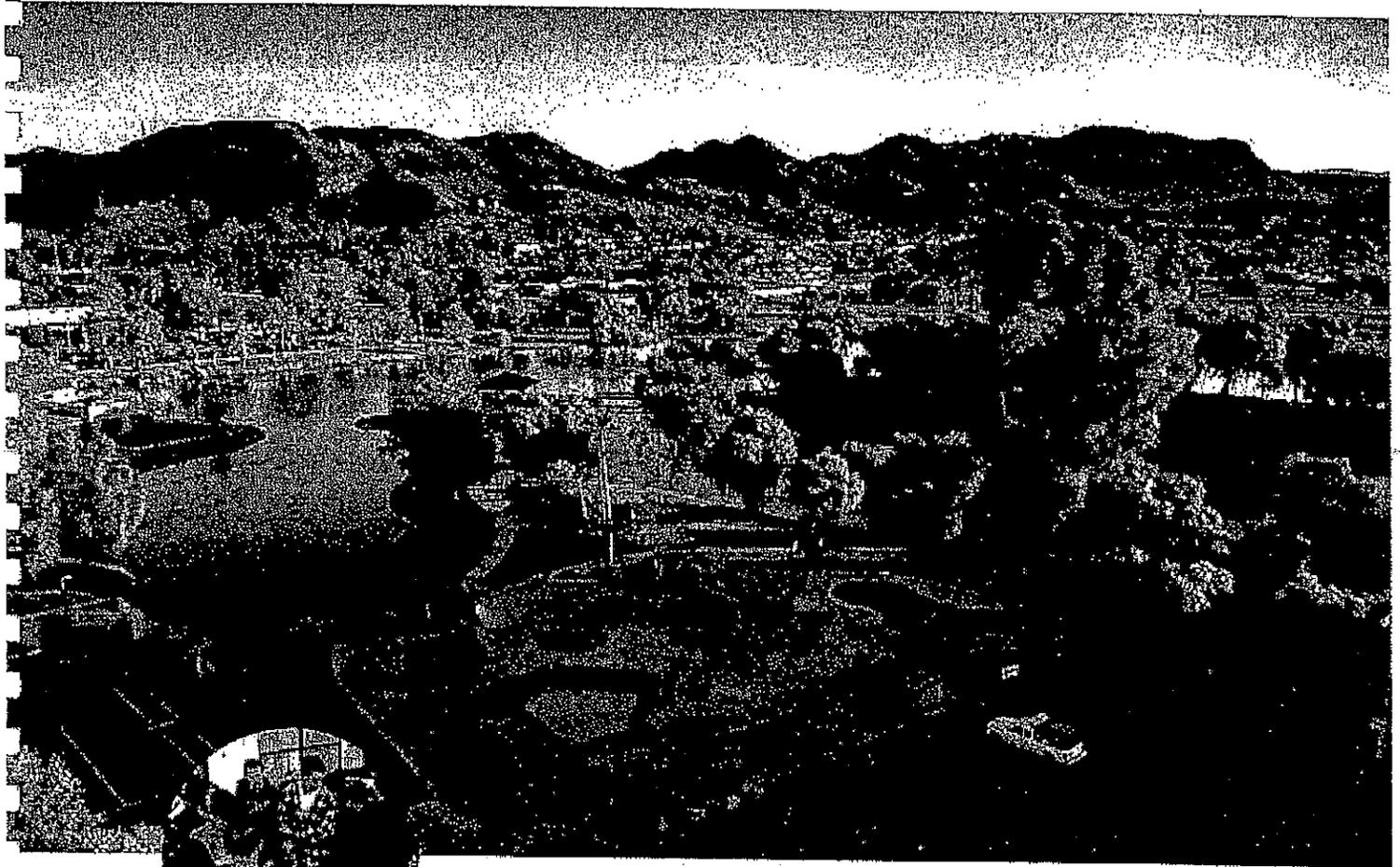
2015 | \$1.2 Million

We balanced the needs of the community and skateboarders to create this unique skate plaza that serves as the entry to a 44-acre park.

RJM Design Group, Kanten Russell, and a Skate Park Core Focus Group comprising of top skateboarding professionals and the skateboarding media and industry teamed together to develop the City's first "Wheel Friendly" Skate Plaza that is ADA accessible and has pedestrian friendly pathways.

The park plans include developing adequate community ingress and egress to ADA Compliant facilities, off-street parking spaces, wheel friendly environments within the park that provide challenging terrain for all ages regardless of experience or types of wheel apparatus.

But that's not all. We also had meetings with a Skate Park Core Focus Group, comprised of top skateboarding professionals, the media, and industry. The community wanted the park to include authentic skate park elements. Balancing this request with park aesthetics, we designed a separate bowl for skateboarders. Because of our outreach, the project has support from the "Tony Hawk Foundation" and several skateboarding businesses.



San Diego County's Lindo Lake Skate Park

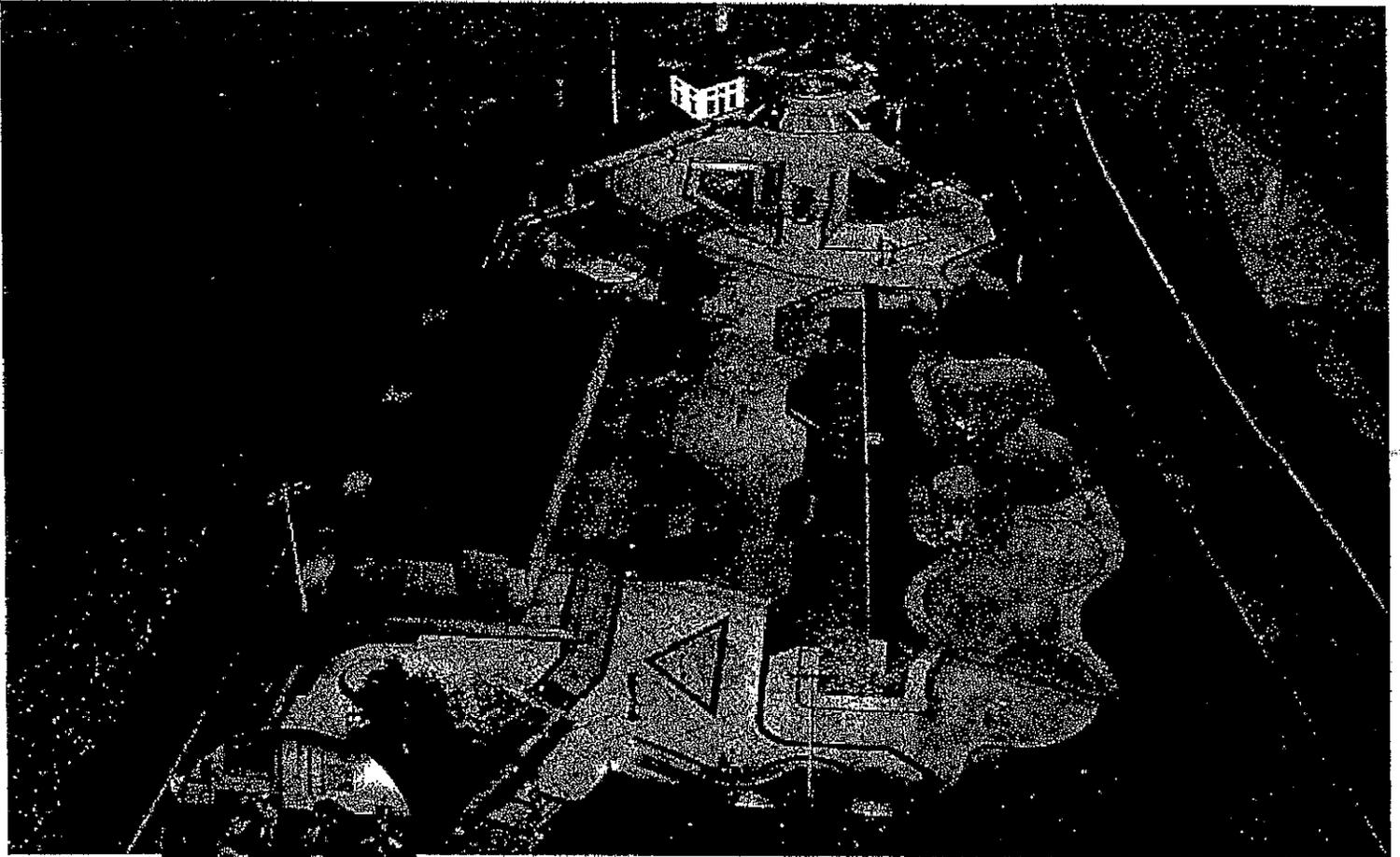
Lakeside, CA | San Diego County Parks & Recreation
Bill Saumler, Senior Project Manager | (858) 966-1344

2014 | \$340,000

Our team is working with the County of San Diego, CA to develop the county's first custom concrete skate park that is both pedestrian friendly and includes spectator viewing. The project has an open plaza theme with a backyard style pool for bowl skating that integrates with the adjacent existing Lindo Lake recreational trail network. The park plans also develop adequate community ingress and egress to the facilities.

Our team was hired as the prime licensed landscape architect to perform services from planning, public facilitation, schematic, conceptual, 3-D modeling, design development, and construction documents. Stantec also developed the first Storm Water Management Plan for the San Diego County Park and Recreation Department for the skate park project. It has been tested by the top pros in Southern California, including the legendary Tony Hawk, with rave reviews. This skate park project was also the proud recipient of a grant from Tony Hawk's Skate Park Foundation.

Stantec Prime



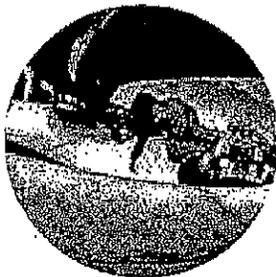
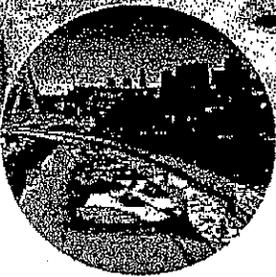
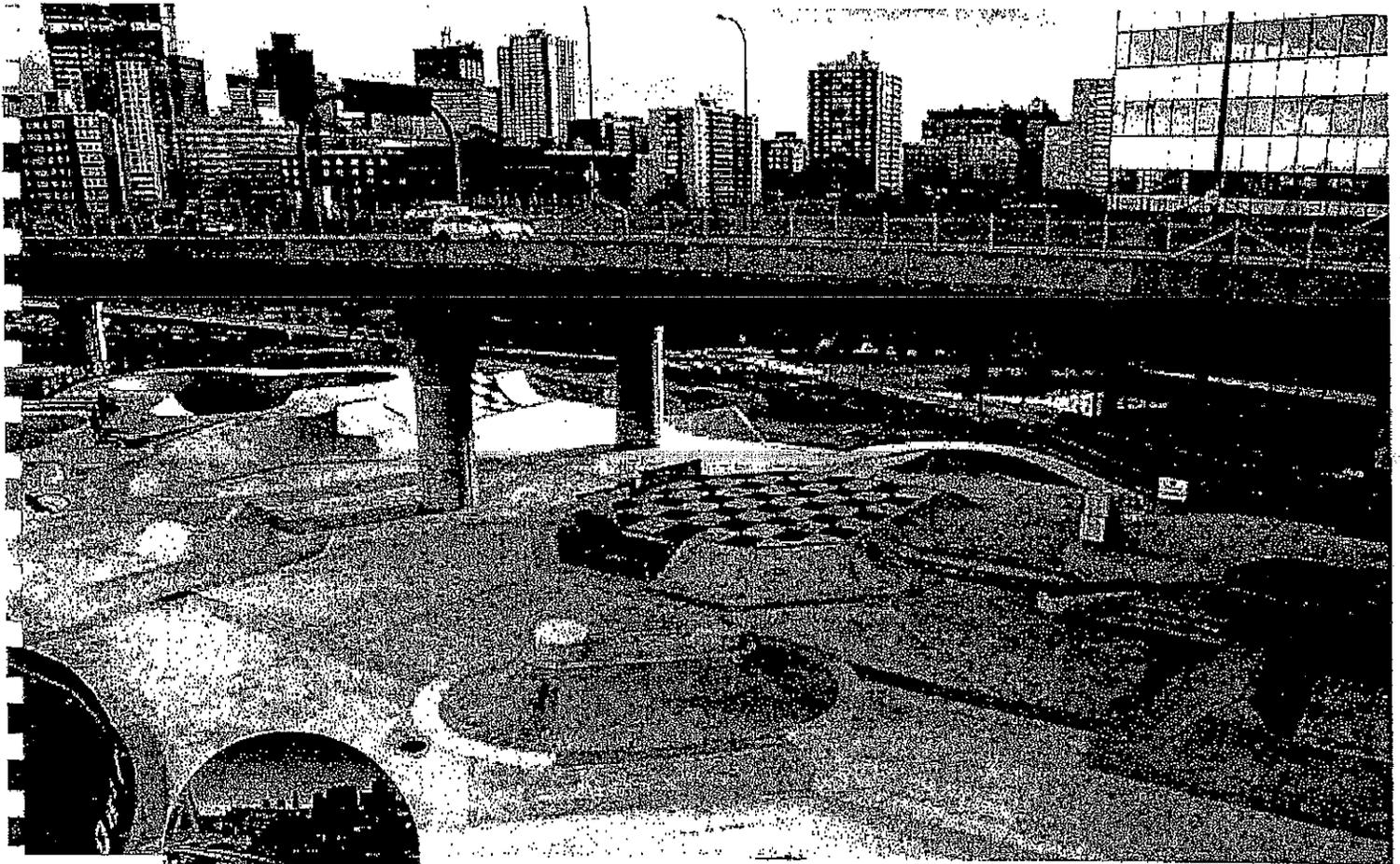
Stantec Prime

ROC City Skate Park Feasibility Study

Rochester, NY | Rochester Parks & Recreation
Jim Farr, Asst. Director, Bureau of Recreation | (585) 428-6866
2013 | N/A

Since February 2008, the Friends of the Roc City Skate Park have been working in collaboration with the City of Rochester to build the largest skate park in America, exceeding 78,000 sq. ft. The City contracted Stantec to prepare a feasibility study and concept site plan for the development of an urban skate park. The goal was to review the proposed park location, identify and evaluate design issues, create a design program that meets the project goals and establish an estimate of probable cost. An overall vision for the urban skate park and a detailed concept plan have resulted based upon input provided by stakeholders and the public. To obtain this input, meetings with stakeholders were held, including three public meetings in which concept designs were reviewed and revised to meet the desired functionality and aesthetics of the proposed park.

The site being considered is comprised of two lots, one owned by NYSDOT and one owned by the City of Rochester. Based upon the site configuration and topography, an 85,000+/- SF park can be constructed. Our planning support identified challenges that will be encountered with the design and construction of the park. These include providing vehicular access to the bridge, structure for NYSDOT maintenance, addressing the significant site grade changes, providing accessible parking, determination of private/public roles and responsibilities, funding (the estimated project cost is \$4.3M, and obtaining approvals from NYSDOT and FHWA.



Stantec Prime

Lynch Family Skate Park

Boston, MA | Charles River Conservancy

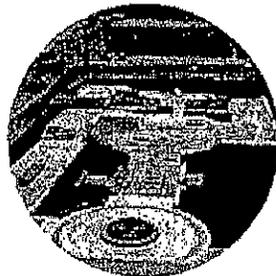
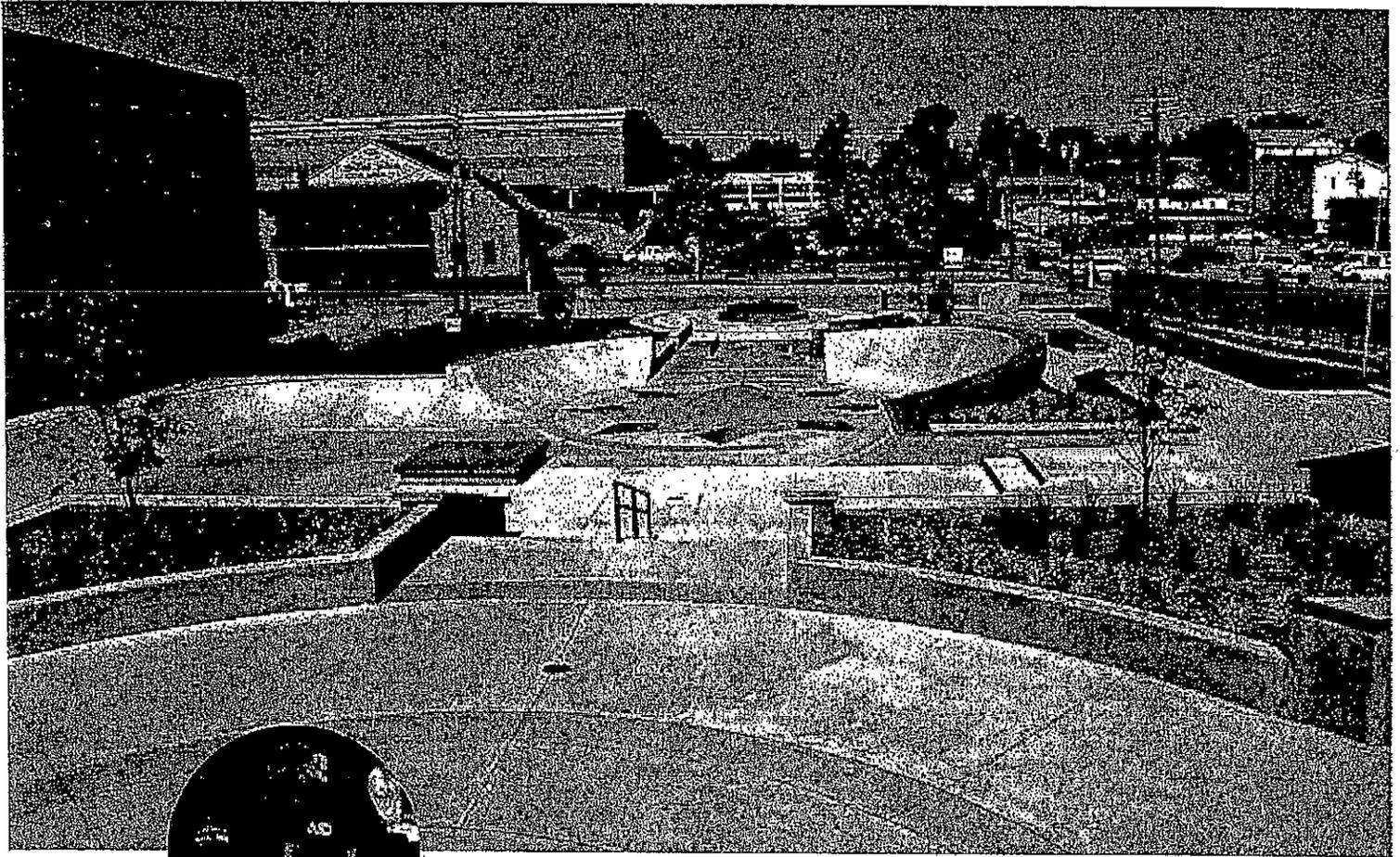
Theresa Doherty, Project Coordinator | (617) 300-8175

2015 | \$2.8 Million

For decades, skateboarders throughout the City of Boston have skated its streets, finding favorite plazas, staircases, sculptures, and other features to frequent, without a true park of their own. But now, thanks to Stantec, a new skate park—the largest in New England—gives skaters a home that pays tribute to those landmarks of Boston's skateboarding past, as well as the city's rich sports culture.

The Charles River Conservancy, the nonprofit organization that built the park, spent nearly a decade raising money and generating the public support needed to move the project along. Our expertise, in both designing skate parks and working with city agencies on permits and other site development issues, was the final piece of the puzzle and the spark to get the project off the ground.

Once a contaminated site, the new skate park is situated under a ramp of the Zakim Bridge at the edge of the Charles River. With a new pedestrian park on one side and a commuter rail yard and gravel plant on the other, the skate park is the perfect middle ground between the contrasts of recreation and creativity and the industrial tinged edge of the skateboarding culture. Guided by the desire to create a community space, we held several public meetings to solicit input and garner support. Based on that input, our park design draws from the local artwork and city features that have come to define Boston's skateboarding scene while incorporating local materials, nods to local sports teams, and other elements that mark it as uniquely Boston.



Stantec Prime

Poplar Bluff Park

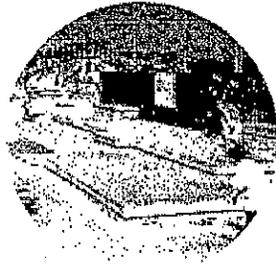
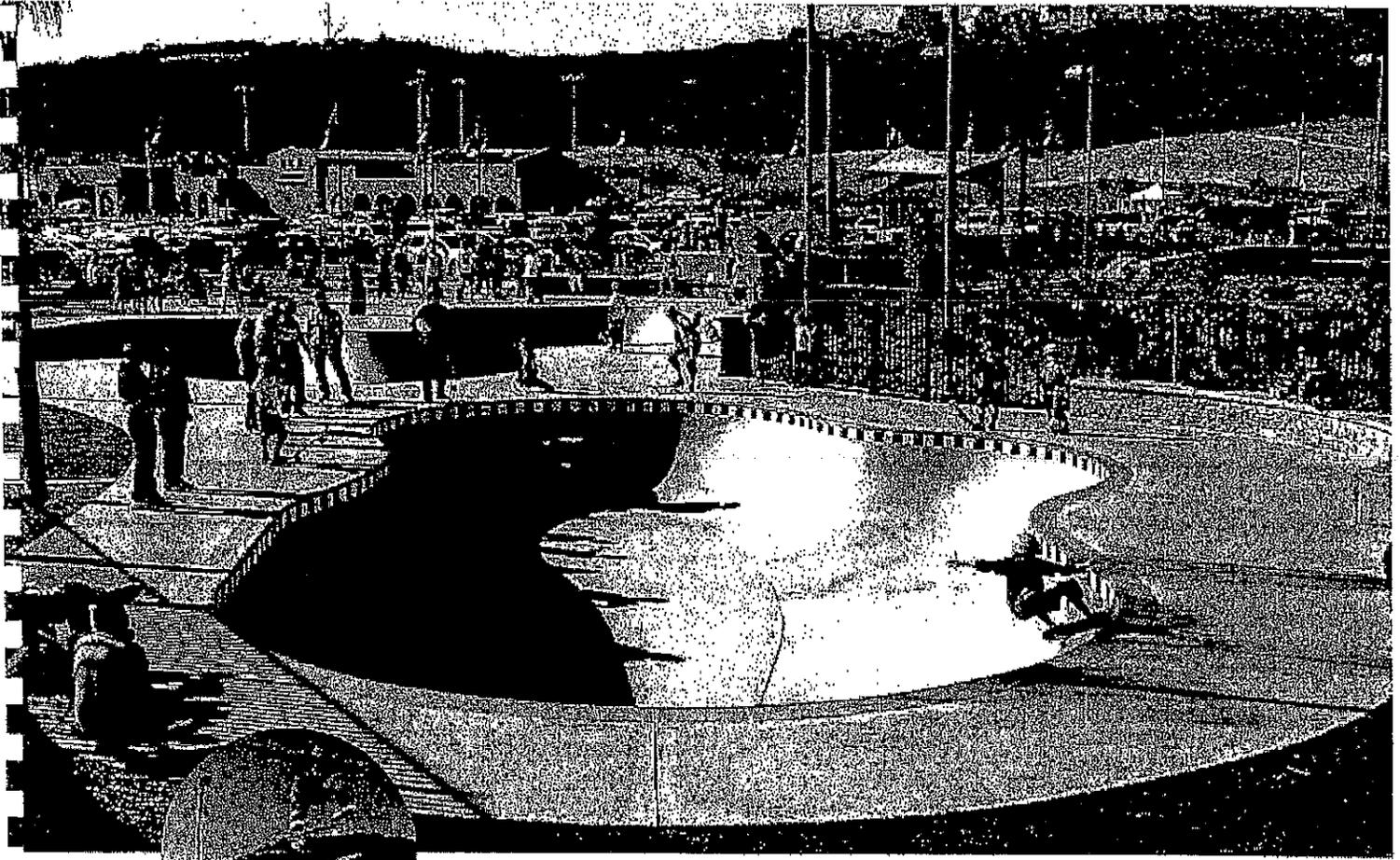
Poplar Bluff, MO | City of Poplar Bluff Parks & Recreation
 Clark Allen, Director, Parks & Recreation
 2015 | \$420,000

Converting a downtown parking lot into a needed recreation area garnered this project unique funding from the Missouri Foundation of Health.

Responding to comments from the community, we carefully selected urban design elements for the plaza to reflect features of the existing environment, fitting into and enhancing its context. We used several of the features found in the surrounding historical architecture, such as a brick façade we replicated on the back transition wall. The focal point for the plaza's main corridor, multi-colored sunburst concrete paving patterns, were developed from colors of the local movie theater. Sustainable design features, such as carefully placed landscaped areas, drain the site while enhancing the look of the park.

The urban design theme was particularly significant, as the project was a Brownfield renovation of a downtown parking lot, bringing a needed recreation area and a healthier environment to the city. As a result, funding for the project came from a unique and first-time source for skate parks, the Missouri Foundation of Health.

We provided services throughout the project's planning, design, and construction. Our renowned community outreach helped with public facilitation, in which we used 3D modeling to clarify the design. In addition, we provided grand opening assistance.



Alga Norte Community Skate Park*

Carlsbad, CA | Carlsbad Parks & Recreation
Chris Hazelline, Project Manager | (760) 602-4600

2015 | \$800,000

To re-create history in the birthplace of skate parks - the heart of skateboarding culture - we listened carefully to the community and professional skaters. We created this skate park by wrapping it around a retention basin, giving it a flowing look and providing wonderful views. Its aesthetics are enhanced further with an urban plaza theme, integrating a color pallet to reflect the prevalent Spanish style architecture, and a transition arch inspired by the shape of Carlsbad's historic mission.

Located in the heart of the action sport industry, the park required extensive community involvement and participation of several professional skaters during design charrettes. Responding to the comments received, we designed adequate ingress and egress to ADA compliant facilities, making the park pedestrian friendly and providing spectator views. We also included off-street parking and green technology/sustainable features.

Our services ranged from project inception through the grand opening. We provided the planning as well as the schematic, conceptual and final design development. We also conducted design charrettes and public meetings, using our 3-D modeling to convey our concept.

Stantec Prime

Additional Relevant Experience



Town Park Skate Park

Oakland, California

We worked with the City of Oakland and Levi's Jeans to design and facilitate the build for a larger Phase 2 of the Town Park Skate Park. This project was a very heavily community and volunteer based renovation project and Stantec was selected as the top skate park design firm to lead the project. We are working with Levi's Jeans to select Grindline Skate Parks in a unique design-led build collaboration to bring a signature skate park to the City of Oakland. We were successful in creating a skate park that included the desired features that were voiced in the public input meetings. Phase 2 was a 11,000 s.f. upgrade to the existing skate park facility that tied well into the existing infrastructure and complimented the smaller 4,000 s.f. Phase 1 portion of the Skate Park. Our role in overseeing the schedule, budget, and construction of the project was well received by the clients and the skate park opened to rave reviews from the local skateboarding community.



Mid City Skate Park

San Diego, California

We are working with the City of San Diego to include an innovative, multi-generational, custom built, concrete skate board park approximately 20,000 SF in size. The skate park will be designed to accommodate a variety of street and vertical features to serve different skill levels, including street obstacles, banks, and competition level bowls. The skate park will be designed with the existing features spread along an existing pathway that winds through the park and along the edge of an existing ballfield, preserving mature trees where feasible, avoiding an existing sewer line, and incorporating natural vegetated swales to treat stormwater.



Glendale Skate Park

Glendale, California

We are working with the City of Glendale to create a unique skate park on top of an existing basketball court area in Palmer Park. There was a need to provide a designated area for skateboarding at Palmer Park to safely pull the activity away from other areas of the park that had small kids in the playgrounds and open space. There is a unique balance of urban street elements and organic transition features to keep the local skaters ranging from beginner to advanced levels of riding excited to have a dedicated space to participate in the ever increasing popularity of this alternative recreation. Construction will begin late 2015 and finish in early 2016.



Coming Skate/Bike Park

Coming, CA

This unique park provides enjoyment to all ages while using green technology and beautifully reflecting its context. To get to this successful result, a public facilitation process of three public meetings were conducted by our team. Through these critical steps to gaining consensus we helped refine the concept and design, presenting conceptual design along with 3-D modeling. Stakeholders' voices were heard and our park design welcomes the entire community with paths, spectator viewing, and wheel friendly environments within the park. Further, we included adequate community ingress and egress and ample off-street parking, welcoming all members of the community. We performed not only public facilitation, park planning and design but we also developed a fundraising packet for the community. Along with city funding, the project garnered local business donations. We then prepared construction documents, provided construction administration, and assisted with the grand opening.

The Funding Challenge

\$1 Billion
in grants secured
since 1985

It often feels like getting a project funded is more difficult now than ever. Grant applications that used to take a half day to complete are now complex, 100+ hour efforts. We recognize that this burden is often more than your staff can absorb on top of existing responsibilities. That's where we come in! Below describes how we can help.

What We Do

There are typically three steps in helping you secure project funding.

1- Research Funding Strategy: The first step is to meet with your organization to understand the nuances of your project or challenge. Thereafter, our funding specialists will research funding options and summarize in a concise report. The report will include:

- Agency and Funding Program
- Funding Cycle Information and Deadlines
- Match Requirement
- Key Contacts at Funding Agency
- Recommend Funding Strategy
- Cost to Prepare Recommended Application(s)

2- Application Preparation: In this phase, we have identified a specific grant application to pursue. Before the funding notice is published, we will work with you to introduce your project to the funding agency to gather feedback on how to strengthen the project and application. Next, we will help you interface with stakeholders and partners to gather authentic feedback, a significant differentiator when funding agencies compare projects.

Once the funding application cycle is live, we will develop a matrix assigning responsibility of certain elements of the application. Our team will write all narratives, the project budget and schedule, and any other technical requirements. On average, each application takes 60-120 hours to prepare and submit, which generally is a one to two month process.

3- Grant Administration/Project Management: Once you have secured grant or low-interest loan funding, it's time to submit progress reports, pay requests, and close-out reports. Grant administration is part of the project budget, so it is of no extra cost to you.

Alternative
funding
via industry
partners also
sought where
applicable

\$27M
in EPA & State
Brownfield
Funding

Construction Administration

Oversight so there's no overrun.

Design-Bid-Build is what we do full-time for our skate park projects. Mike McIntyre and Kanten Russell, the lead design team members, will be attending weekly meetings over an expected 120-day duration construction project by doing approximately 6 trips. We have been extremely successful on over 250 public custom concrete projects through our process with no claims. We are very confident in the quality of construction documents, specifications and communication skills throughout the construction process. Not only is Mike a skateboarder and a landscape architect, but also an A-General Engineering Contractor who has over 12 years of professional practice overseeing construction of public skate parks as his primary focus. Kanten has overseen construction of public skate parks on a weekly basis for the past 9 years, with an engineering surveying background and 13 years professional skateboarding.

Additional to the work we do on our own projects, we also have experience providing strictly skate park construction oversight as a subconsultant service. Two recent examples include:

El Centro Community Skate Park

El Centro, California

Led by Kanten Russell, our team, was selected through a very competitive process to oversee the construction of a 30,000 SF skate park with Erickson-Hall Construction Co. a construction Management firm.

Skate Zone at Serenity Park

Lake Elmore, California

Our team provided design review and construction review services earlier this year for an 8,500 SF skate park designed by another industry firm. In a recommendation letter from the City's Project Analyst, Cathy McCarthy wrote, "I would highly recommend the services of Kanten Russell and Stantec to any potential client."

See full recommendation letter of Cathy McCarthy in Attachment 2.

Although the RTP does not request Construction Administration services, we are available should they be needed at a later time.



D. Project References

REFERENCE	REFERENCE TYPE
Jeremy Wray (714) 350-7649 thiewraybros@gmail.com	Legendary Pro Skateboarder
Andy MacDonald andymacdonald.com service@skateone.com	Legendary Pro Skateboarder Xgames Gold Medalist
Wes Kramer 663 S Rancho Santa Fe Rd, #672, San Marcos, CA 92078 (858) 382-5931	Pro Skateboarder Thrasher Magazine Skater of the year 2015
Terry Stanley Mid-City CAN (Community Advocacy Network) Tstanley@midcitycan.org (619) 272-7582 x109	Amatuer Skateboarder and Skatepark advocacy Group
Mike Thienes Youth Shelter Supply (320) 658-7773	Skate Shop Sponsor for local amateur skateboarders and Skatepark advocacy
Dan Connely CEO at Sk8Mafia 663 S Rancho Santa Fe Rd, #672, San Marcos, CA 92078 (858) 382-5931 dc@sk8mafia4life.com	Sponsors top Professional and amateur Skateboarders
Thomas Barker Executive Director at International Association of Skateboard Companies (IASC) 315 S. Coast Hwy 101, Ste U-253 Encinitas, CA 92024 (949) 455-1112	Amatuer Skateboarder and Skateboarding/Skatepark advocacy Group
Heidi Lemmon Executive director at Skatepark Association International (SPAI/ SPAUSA) sk8pks@aol.com	Skatepark advocacy Group
Andrew Barbosa Director at SD Skatelife (619) 354-7998 andrew@sdskatelife.com	Amatuer Skater and Skatepark advocacy/Skate Camp Director
Terry Burke-Eiserling tburkeiserling@cox.net	State of California Woman of the year 2016 For Her Role in Skatepark Advocacy Friends of the Lakeside Skatepark

“ There wouldn't be a skate park in Madison today if it weren't for the generosity, professionalism and patience that Kanten brought to our project.

Pro skateboarder,
Dave Mayhew
on behalf of the
Madison Skatepark Fund

“ The work done on the Encinitas skate park is world class in terms of both the design and construction. The close consideration of many meticulous details has resulted in a visually appealing plaza that is very enjoyable to ride.

Keegan Callahan
Creative Director TransWorld
Skateboarding



We invite you to reach out to the following references for this project. Full letters of recommendation are provided in Attachment 2. Please note that sponsor contact information has been provided for our professional skateboarder references to protect their privacy.

E. Competition-Level Design

We design professional grade skate parks. At least, that's what we've been told. The following list identifies where our key team members have worked together in California to deliver competition-level planning and design.

PARK	CLIENT	SIZE	STATUS	PRO/AM COMPS	Mike McInlyre	Kaiten Russell	Colby Carter
Millitas Skate Park	City of Millitas	18,000	Design		X	X	
Corning Skate/ Bike Park	City of Corning	20,000	Built	x	X	X	
Encinitas Community Park Skate Plaza	City of Encinitas	30,000	Built	X	X	X	
Campus Park Skate Plaza	City of Oxnard	13,500	Design		X	X	
CV Starr Community Skate Park	City of Fort Bragg	10,500	Built	X	X	X	
3-Diamond Skate Park Renovation and Expansion	Town of Apple Valley	12,000	Built		X	X	
History of Skateboarding Museum	City of Carlsbad	34,000	Design		X	X	
Alca Norte Skate Park	City of Carlsbad	25,000	Design		X	X	x
Lindo Lake Wheel Friendly Plaza	County of San Diego	14,000	Built	X	X	X	
Miramar Outdoor Adventure/ Extreme Park	Marine Corps	8 acres	Design		X	X	
Etnies Skate Park	City of Lake Forest	38,000	Built	X	X	X	x
Carmel Valley Skate Park	City of San Diego	13,500	Built	X	X	X	
YMCA-Magdalena Ecke Skate Park	Encinitas YMCA	37,000	Built	X	X		x
Tony Hawk Backyard Skate Park	Tony Hawk	5,000	Built		X		x
Verdugo Skate Park	City of Glendale	15,000	Built	X	X		x
Ayala Skate Park	City of Chino	27,624	Built		X		x
Culver City Skate Park	City of Culver City	13,000	Built	X	X	X	x
Palm Springs Skate Park	City of Palm Springs	27,016	Built	X	X		x
Jesse Turner Skate Park	City of Fontana	28,000	Built	X	X		x
Badlands Skate Park	City of Borrego Springs	26,000	Built		X		x
Santa Clarita Skate Park	City of Santa Clarita	36,500	Built	X	X	X	x
Veteran's Park	City of Chula Vista	5,000	Built		X		x
Santa Venetia Park	City of Chula Vista	3,000	Built		X		
Robb Field-Tidelands Park	City of San Diego	40,000	Built	X	X		
Blair Skate Park	City of San Bernardino	8,000	Built		X		
Coronado Skate Park	City of Coronado	16,700	Built	X	X		
Feinstein Skate Park	City of Orange Cove	36,000	Built		X		
Lathrop Skate Park	City of Lathrop	7,440	Built		X		
Mather Skate Park	City of Rancho Cordova	18,600	Built	X	X	X	
Mayfair Skate Park	City of San Jose	10,000	Built		X	X	
Morgan Hill Skate Park	City of Morgan Hill	15,700	Built	X	X	X	



Kanten Russell



San Diego, CA

Lead Skate Park Designer
& Public Facilitator

Education

Associate of Science,
Engineering Survey,
Cuyamaca College, San
Diego, California

Associate of Science, CAD
Design, Cuyamaca College,
San Diego, California

Awards

2014 California Park &
Recreation Society
Award of Excellence,
Alga Norte Community
Park (Skatepark)

2014 American Public
Works Association - San
Diego & Imperial
Counties Chapter Public
Works Project of the
Year, Alga Norte
Community Park
(Skatepark)

2010 California Park &
Recreation Society
Award of Achievement,
Santa Clarita Skate Park

2010 City of Tempe, AZ
Beautification Award,
Victory Acres Bike Park

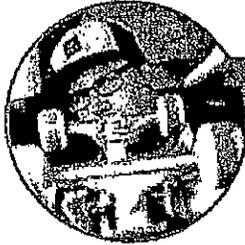
2010 Merit Award, ASLA
Louisiana Chapter,

Kanten was a professional skateboarder for over 13 years traveling all over the world endorsing his pro model shoes and signature skateboards. After officially retiring from Professional Skateboarding, Kanten worked at the City of Chula Vista in the Engineering/Surveying department, then at Hunsaker and Associates San Diego in the mapping division before joining Mike McIntyre to plan, design, and manage action sport facilities, and developing industry innovations in design and safety over the last 6 years. Since turning to design, Kanten has been utilizing his knowledge of action sports on over 100 action sport facilities, including skate parks and BMX tracks such as the ongoing Live Oak Texas Fitness Park and the Encinitas Community Park and Skate Plaza, and recently completed Alga Norte Skate Park in Carlsbad, California. As Project Manager, Kanten's technical expertise comes from both an athlete and designer's perspective. His 13 years of competing on the professional action sport circuit will inform material and surface choices, as well as the variations, flow, and complexity of obstacles. He puts client's needs and goals into action in order to meet and exceed the end user experience for communities that are passionate about action sports.

Experience

- San Diego County Lindo Lake Skate Park, San Diego County, CA
- Encinitas Community Park and Skate Plaza, Encinitas, CA
- Alga Norte Community Skate Park, Carlsbad, CA
- Miramar Adventure Park, San Diego, CA
- Town Park, Oakland, Corning CA
- Corning Skate and Bike Park, Corning, CA
- Glendale Skate Park, Glendale, CA
- Milpitas Skatepark Feasibility Study, Milpitas, CA
- Lynch Family Skatepark, Boston, MA
- Staten Island Skatepark, Staten Island, NY
- Poplar Bluff Wheel-Friendly Plaza*, Poplar Bluff, MO
- Heritage Skate Plaza*, St. Cloud, MN
- Lake Geneva Wheel Plaza*, Lake Geneva, Wisconsin

**Indicates work done with another firm*



Mike McIntyre



Austin, TX

Action Sport Principal-in-Charge

Registration

Registered Landscape Architect #36669, Council of Landscape Architectural Registration Boards

Education

Bachelor of Science, Landscape Architecture, California Polytechnic State University, School of Architecture and Environmental Design, San Luis Obispo, California

Awards

2014 California Park & Recreation Society Award of Excellence, Alga Norte Community Park (Skatepark)

2014 American Public Works Association - San Diego & Imperial Counties Chapter Public Works Project of the Year, Alga Norte Community Park (Skatepark)

2010, California Park & Recreation Society Award of Achievement, Santa Clarita Skate Park

2010 City of Tempe, AZ Beautification Award, Victory Acres Bike Park

Mike brings to Stantec creative, thoughtful, and collaborative processes specializing in planning, design, engineering, and construction services for Action Sport and Adventure Environments.

Mike has created over 250 successful Action Sport Environments such as Skate Parks, BMX facilities and Action and Adventure themed projects Worldwide as both a Licensed Landscape Architect and former Sponsored rider. Mike has helped pioneer such movements as the "skate plaza" and now the "wheel friendly-barrier free plaza" along with the development of BMX racing standards used in today's track development. He has had the opportunity to participate in projects from the US, Canada, South Africa, London, and the Grand Cayman Islands. Mike's talents, designs and innovations have been featured in Time Magazine, Scholastic Books, Landscape Architecture Magazine, Transworld Media, and on the Discovery Channel.

Experience

- Lindo Lake Skate Park, San Diego County, CA
- Encinitas Community Park and Skate Plaza, Encinitas, CA
- Corning Skate/ Bike Park*, Corning, CA
- Alga Norte Community Skate Park, Carlsbad, CA
- Milpitas Skatepark, Milpitas, CA
- Miramar Adventure Park, San Diego, CA
- Milpitas Skatepark Feasibility Study, Milpitas, CA
- Lynch Family Skatepark, Boston, MA
- Staten Island Skatepark, Staten Island, NY
- ROC City Skatepark Study, Rochester, NY
- Poplar Bluff Wheel-Friendly Plaza*, Poplar Bluff, MO
- Heritage Skate Plaza*, St. Cloud, MN
- Lake Geneva Wheel Plaza*, Lake Geneva, WI
- DeVargas Plaza*, Santa Fe, NM

**Indicates work done with another firm*



Jarod Kershek



Boston, MA

Design Production

Education

Bachelor of Arts in
Landscape Architecture,
California Polytechnic
State University

As a casual skate boarder, surfer, and a graduate of the Landscape Architecture program at Cal Poly San Luis Obispo, Jarod brings a fresh perspective to the action sport team. His technical skills and graphic abilities in the Adobe Suite, 3-D Studio Max, Rhino, and AutoCAD brings concept designs to life and produces construction specification deliverables with exceptional detail. Born and raised in San Diego, California, he has translated a lifelong passion for action sports into a career focused on creating skate parks and adventure courses that entire communities can enjoy.

Memberships

Member, American Society
of Landscape Architects

Jarod's experience includes design development and construction documentation for a variety of public spaces; graphic representation for master planning, conceptual, and schematic designs; and design efforts developing open space in urban plazas for downtown redevelopment projects.

Awards

2014 California Park &
Recreation Society Award
of Excellence, Alga Norte
Community Park
(Skatepark)

2014 American Public
Works Association - San
Diego & Imperial Counties
Chapter Public Works
Project of the Year, Alga
Norte Community Park
(Skatepark)

Experience

- Encinitas Community Park and Skate Plaza, Encinitas, CA
- Alga Norte Community Skate Park, Carlsbad, CA
- Lindo Lake Skate Park, San Diego County, CA
- Corning Skate/ Bike Park*, Corning, CA
- San Diego County Skate Plaza*, San Diego County, CA
- Miramar Action Sport Park*, San Diego, CA
- 2012 Olympic BMX Track*, Chula Vista, CA
- Milpitas Skatepark, Milpitas, CA
- Lynch Family Skatepark, Boston, MA
- Poplar Bluff Wheel-Friendly Plaza*, Poplar Bluff, MO
- Heritage Skate Plaza*, St. Cloud, MN
- Parkfield Skate Plaza, Denver, CO
- Lake Geneva Wheel Plaza*, Lake Geneva, WI
- DeVargas Plaza*, Santa Fe, NM

**Indicates work done with another firm*



Colby Carter

Landscape Designer



Phoenix, AZ

Education

Studied Life Science,
Environmental Science,
Northern Arizona State
University

Studied Plant Biology,
Urban Horticulture,
Arizona State University

In 1989, Colby was the youngest skateboarder to become a designated professional. Since then, his 28 years on a skateboard has been paired with design input on 250 skate parks and major skate events worldwide. Colby has joined our team to specifically work with our action sport group on the design and public facilitation of our skate park facilities across North America. Colby's insight complements our renowned team and adds to the authenticity of the designs we help our communities bring to life.

Experience

- Mid City Skatepark, San Diego, CA
- Stoner Park Skate Plaza*, Los Angeles, CA
- Nike 6th and Mill Warehouse*, Los Angeles, CA
- Woodward West Hanger and Plaza*, Tehachapi, CA
- Youth Uprising Skate Plaza*, Oakland, CA
- The Berries Remodel*, Los Angeles, CA
- Cesar Chavez Skate Plaza*, Phoenix, AZ
- Des Moines Skatepark*, Des Moines, IA
- Desert West Redesign/Phoenix AM*, Phoenix, AZ
- Woodward East Target Plaza*, Woodward PA
- Woodward Beijing*, Beijing, China
- Goodyear Skatepark*, Goodyear, AZ
- Hollywood Skatepark*, Clark County, Nevada
- Skatepark at Tempe Sports Complex*, Tempe, AZ
- Rio Vista Skatepark*, Peoria, AZ
- Pioneer Skatepark*, Commerce City, CO
- McDowell Mt. Ranch Skate Plaza*, Scottsdale, AZ

**Indicates work done with another firm*



Larry Ryan



San Juan Capistrano, CA

Principal Landscape Architect

Registration

Registered Landscape Architect #2502 California

Education

BS, Landscape Architecture

Awards

Santa Clarita Skate Park, CPRS Award of Excellence for Facility Design, Extrema Sports

Encinitas Community Park, CPRS District 12 Award for Best New Facility

Larry P. Ryan is a founding principal of RJM Design Group, Inc. During his thirty years of experience, Mr. Ryan has been involved with a wide variety of planning and landscape architectural projects. His project involvement will include all phases of site development, including concept formulation, agency processing, design development, and construction implementation. He has worked with numerous communities in the evaluation of accessibility issues and the design of appropriate cost-effective solutions.

Experience

- Santa Clarita Skate Park, Santa Clarita, CA
- Encinitas Skate Park, Encinitas, CA
- Campus Park Master Plan (skate park), Oxnard, CA
- Oceanside Multi-Sports Complex (skate park), Oceanside, CA
- Skate Park Feasibility Study, San Juan Capistrano, CA
- Fort Bragg Skate Plaza, Fort Bragg, CA



Zachary Mueiting



San Juan Capistrano, CA

Associate Landscape Architect

Registration

Registered Landscape Architect #5731 California

LEED AP Building Design + Construction (BD+C)

Certified Playground Safety Inspector

Education

MS, Landscape Architecture

BS, Information Technology

Zachary Mueiting has been with RJM Design Group for 15 years. Zachary is a landscape architect, LEED accredited professional with a strong background in recreation planning and design. Zachary's experience, education, professional accreditation, and publication of community consensus building techniques enables him to fulfill his role assisting with community outreach, grant filing, landscape planning, and design services. Zachary is currently developing the City of Costa Mesa's Update of Open Space Master Plan of Parks and Recreation and is familiar with the community stakeholders as well as Costa Mesa's standards and codes.

Experience

- Santa Clarita Skate Park, Santa Clarita, CA
- Encinitas Skate Park, Encinitas, CA
- Campus Park Master Plan (skate park), Oxnard, CA
- Skate Park Feasibility Study, San Juan Capistrano, CA
- Update of Open Space Master Plan of Parks and Recreation, Costa Mesa, CA
- TeWinkle Park Master Plan, Costa Mesa, CA

Awards on this page apply to both Zachary and Larry



Ted Grove, PE, LEED AP

Civil Engineer



Irvine, CA

Education

B.S., Civil Engineering, Old Dominion University, Norfolk, Virginia, 1993

Registrations

Professional Engineer
#C61374, State of California

LEED Accredited
Professional, United States Green Building Council

Ted's more than 23 years of civil engineering and project management experience are a welcome addition to our team. With a passion for skateboarding and a knack for design and analysis, Ted Grove brings a well-rounded approach to this project. Keeping site-specific goals in mind, he will help us identify any potential grading and drainage challenges. His professional experience covers a wide range of projects including small commercial centers, high-density residential complexes, and residential master planned communities in both hillside and flat land terrain. In his off-time, Ted is a frequent visitor of the your Volcom Skate Park, and is very excited about adding more skateable area to Costa Mesa.

Experience

- Planning Area 40 - School Site Rough Grading and Infrastructure*, Irvine, California
- Planning Area 6 - Neighborhood 3 Tentative Mapping, Rough Grading and Street Improvement Infrastructure*, Irvine, California
- Shady Canyon Phase 3 - The Sycamores*, Irvine, California
- I-5 Sound Wall at Culver Drive*, Irvine, California



Jeffery Wilkerson, PE

Civil Engineer



Irvine, CA

Education

B.S., Civil Engineering, University of California, Irvine, California, 1998

M.S., Civil and Structural Engineering, University of California, Irvine, California, 2001

Registration

Professional Engineer
#63466, State of California

Jeff Wilkerson has over 16 years of professional engineering experience. His working knowledge includes the preparation of plans, specifications and estimate packages for roadway improvements, site improvements, and water and sewer systems for numerous public and private agencies.

Experience

- Howard Way, Century Place and 16th Street Roadway Rehabilitation*, Costa Mesa, California
- Victoria Street Rehabilitation*, Costa Mesa, California
- 17th Street/Tustin Avenue and Harbor Blvd./Wilson Street Intersections Improvements*, Costa Mesa, California

*Indicates work done with another firm



Mohammad Hejazi, PE



Irvine, CA

Civil Engineer

Education

B.S., Civil Engineering,
University of Colorado,
Denver, Colorado, 1978

M.S., Civil Engineering,
University of Colorado,
Denver, Colorado, 1981

Mohammad offers 34 years of civil engineering experience with extensive emphasis in transportation and water resources for a broad range of public works and private residential and commercial development projects. His experience includes an extensive list of capital improvement facilities design, roadway and intersection improvement plans, master plans, runoff management plans, and drainage structures. He has been Project Principal, Quality Control Supervisor, Project Manager and Project Engineer on the preparation of plans, specifications, and estimates for a long list of public works/private infrastructure projects with emphasis on highway and street design, drainage and flood control facilities design including culverts, RC box structures, open channels, and detention/storage basins.

Registrations

Professional Engineer
#45776, State of
California

Experience

- Howard Way, Century Place and 16th Street Roadway Rehabilitation*, Costa Mesa, California
- Victoria Street Rehabilitation*, Costa Mesa, California
- 17th Street/Tustin Avenue and Harbor Blvd./Wilson Street Intersections Improvements*, Costa Mesa, California



Keith Rutherford, TE



Irvine, CA

Traffic Engineer

Education

B.S., Administrative Studies
University of California,
Riverside 1983

M.S., Civil/Transportation
Engineering University of
California, Irvine, 1986

Keith offers approximately 30 years of experience in transportation and traffic engineering with a broad background in transportation analysis and the preparation of design plans. He performs technical analyses and studies, prepared various reports, and designed improvement plans for numerous private and public works projects. He has also served as an on-call consultant to public agencies. Specific transportation engineering experience includes: road alignment studies; highway and street improvements design including geometric studies, interchanges, and ramps; traffic engineering including site impact studies, parking and bikeway studies, bus operations, and signing, striping, traffic signal, and traffic control plan design.

Awards

Registered Traffic Engineer,
1992, California #
TR001647

Experience

- 17th Street/Tustin Avenue and Harbor Blvd./Wilson Street Intersections Improvements; Costa Mesa, California
- Victoria Street Rehabilitation; Costa Mesa, California

**Indicates work done with another firm*



Meredith Noelle

Grant/Funding Specialist



Spokane, WA

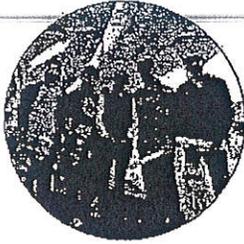
Last year Meredith helped our clients secure \$ 2.9M in funding, with an additional \$ 5.9M pending. Her role is to help clients prioritize their community's needs and develop a corresponding funding strategy. She works closely with professional staff at Stantec, the clients, and their communities to ensure each funding application is not only technically accurate but also presents a compelling narrative. Meredith begins by researching your funding options and summarizing them in a matrix, including a recommendation on next steps. Once an appropriate funding program has been identified, Meredith works with you to prepare and submit a grant application. She will write all narratives, complete the project budget and schedule, and any other technical requirements of the application. This holistic approach improves funding application quality and increases success rates.

Experience

- *Hillyard Brownfield Redevelopment, Spokane, WA: Meredith worked closely with Stantec's Brownfield Environmental team to write a \$400,000 Community-Wide Assessment Brownfield application for the City of Spokane. Once funded, the project will fund environmental assessment work in Hillyard, one of the most contaminated railroad sites in the City, to better position it for redevelopment. To capture the local narrative and rich history of the project area, Meredith conducted over 15 interviews with stakeholders and collaborated with other consultants helping with the project.*
- *Stormwater Planning, Lind, WA: Meredith worked with the rural community of Lind, Washington to submit an application for reducing stormwater flows to their brand new wastewater treatment plant. The application focused on engaging the public in design decisions. Meredith managed the complex coordination of all involved parties with regular updates to City Council. The application successfully funded \$25,000 in grant funding. After the majority of stormwater planning was complete, Meredith submitted an application in November of 2014 to Ecology's new Stormwater Financial Assistance Program requesting \$1,080,000 in construction funding. The project was funded with 93% grant and just 7% low-interest loan.*
- *Homer Public Safety Building, Homer, AS: Meredith is helping the City of Homer deploy a public involvement process for the proposed Public Safety Building, a joint police and fire station. As State funding has dramatically and unexpectedly dropped, Meredith and the design team are now working with the client to look at other creative funding options like P3, lease-to-buy options, etc.*
- *Inflow Reduction, Harrington, WA: Meredith helped apply for USDA "SEARCH Grant" funding and Washington State Department of Ecology "Water Quality Grant" funding. After securing both sources, the Town opted to take the Ecology funding offer which includes \$29,500 of grant funding and the remaining \$29,500 at only 2.4% interest for 20 years.*

Availability: Meredith is available to provide grant writing support on an as needed basis to the City of Brea.

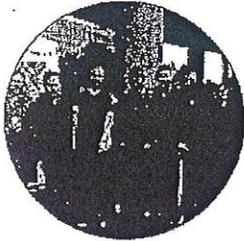
References, Recommendations, & Press Coverage



Our clients say it best! Just as we've done for 250 other communities across North America. We want to be a part of your team and show the City how our ideas, expertise, and commitment to exceptional and cost effective skate park design can bring your project to life, on time and on budget. The end goal is to create a place in your community that you will be proud of for many years to come.

We encourage you to call our client references to hear, first-hand about the world-class experience we bring to a local community.

We have also included recent testimonial letters our clients have sent and press coverage our parks have received as added support that we're here to be a community partner.



Wheel Friendly Skate Plaza

Clark Allen
Poplar Bluffs Park & Rec Department
430 North 2nd Street
Poplar Bluff, MO 63901
(573) 686-8039
pbpark@mycitycable.com

Alga Norte Community Skate Park

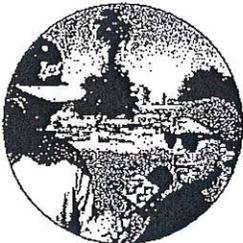
Chris Hazeltine
Parks & Recreation, City of Carlsbad
799 Pine Avenue Suite 200
Carlsbad, CA 92008
(760) 602-4600
chris.hazeltine@carlsbadca.gov

Heritage Skate Plaza

Scott Zlotnik
Park Director, City of St. Cloud
400 2nd St. S.
St. Cloud, MN 56301
(320) 650-3170
scott.zlotnik@ci.stcloud.mn.us

Telulah Park

Dean Gazza
Director, Parks, Recreation & Facilities
Management, City of Appleton
100 N. Appleton St.
Appleton, Wisconsin 54911
(760) 633-2770
dean.gazza@appleton.org



Manhattan Beach Skate Park

Mark Leyman
Parks and Recreation Director
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266
(310) 802-5402
mleyman@citymb.info

Skate Zone at Serenity Park

Cathy McCarthy
Project Analyst, Lake Elsinore
130 South Main St.
Lake Elsinore, CA 92530
(951) 674-3124

Letters of Recommendation



September 2, 2015

Stantec
9179 Aero Drive
San Diego, Ca 92123-2411

Re: Letter of Recommendation

To whom it may concern:

I am very happy to provide this letter of recommendation for Stantec. They were hired in February 2015 to provide design and construction review services for a skate park located at Serenity Park in the City of Lake Elsinore. Our primary contact was with Kanten Russell.

Stantec provided quality work and outstanding service in every aspect of the project. The experience and the expertise of Kanten Russell and the Stantec team were invaluable in this very specialize project. All our dealings were very professional and friendly. Kanten's communication skills were excellent even in difficult situations with the construction contractor. They are dedicated and committed to their clients in providing exceptional service.

I would highly recommend the services of Kanten Russell and Stantec to any potential client. I look forward to working with them on future projects. If I can provide any additional information, please do not hesitate to contact me at 951-874-3124.

Sincerely,

A handwritten signature in cursive script that reads "Cathy McCarthy".

Cathy McCarthy
Project Analyst

951.674.3124

1000 LAKE ELSINORE BLVD
LAKE ELSINORE, CA 92521
WWW.LAKEELSINORE.CA.GOV

POPLAR BLUFF PARK & RECREATION DEPARTMENT

430 North Second Street

P.O. Box 472

Poplar Bluff, Missouri 63902-0472

NEW HANTON HOTEL & CASINO
SUNSHINE

PARK OFFICE
787-1828
FAX 535-3879

DEAR RIDGE GOLF COURSE
639-6134

July 27, 2015

To Whom It May Concern:

The City of Poplar Bluff Missouri Parks and Recreation Department engaged Action Sports Design (ASD), now Suntec, as the design firm for our long anticipated skate park project. The competition for this design project was rigorous, with ASD distinguishing itself with overall superior past projects. The ability of Mike McIntyre and Kaitlan Russell to both see and enhance our community's vision of an "Arby's wheelated urban plaza" cannot be overstated.

An important part of the design was to take an essentially vacant urban brownfield site and incorporate structures and features that blended well with the surrounding neighborhood. From community meetings with users to in depth consultations with Parks staff and funders, the ASD team was focused on delivering the highest possible product.

The Poplar Bluff Parks and Recreation Department can enthusiastically recommend Mike McIntyre and Kaitlan Russell as the best of the best.

Sincerely,

Clark L. Allen
Director of Parks and Recreation

CLA/gk



ALL-AMERICA CITY

ALL-MISSOURI CERTIFIED CITY



PARKS, RECREATION & FACILITIES
MANAGEMENT
Parks & Recreation
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-5905 FAX (920) 832-5950
www.appleton.org

June 25, 2015

To Whom It May Concern:

The City of Appleton teamed with ASD, now Stantec, for the design of a new skateboard park. With great pleasure I am happy to recommend them to anyone considering similar services. After a very competitive process we selected Stantec and more specifically Mike McIntyre and Kanten Russell who we immediately developed a trusting relationship as a result of their professionalism and concern for making our project a success.

Mr. Russell held three public information gathering meetings to obtain input from the skateboarding community. There were various opinions as to what should be built, but in the end Mr. Russell was able to develop a plan that everyone could have their needs met within our very tight budget.

The City of Appleton made the correct decision in selecting Stantec and looks forward to future opportunities. I do not hesitate to recommend them.

Please feel free to contact me directly with any questions related to their capabilities and/or our project.

Sincerely,

Dean R. Gazza
Director of Parks, Recreation and Facilities Management



ST. CLOUD PARK AND RECREATION
400 2nd Street South
St. Cloud, MN 56301
218.257.3937
www.ci.stcloud.mn.us

March 21, 2011

RE ACTION Sport Development, LLC
6965 El Camino Real, 103-609
Carlsbad, CA 92009

To Whom It May Concern

This letter is to serve as a recommendation and to highlight the abilities of ACTION Sport Development (ASD)

ASD served as a consultant for the City of St. Cloud Parks & Recreation Department from March 2010- November 2010. ASD provided preliminary design, planning, public meetings, final design and on site construction observation.

ASD provided St. Cloud a high level of knowledge relating to the action sports industry along with their technical know how to provide St. Cloud a premier skateboard destination for Minnesota. We are very happy that we elected to contract with ASD for professional services for our project.

ASD was polite, kind, enthusiastic, and well organized while working with our public, youth and organizations. ASD was a very punctual consultant and worked very well with other City departments.

It is a pleasure to provide my professional recommendation for Action Sport Development.

Sincerely,

Scott D. Zlotnik
Park & Recreation Director
320-650-3170
scott.zlotnik@ci.stcloud.mn.us



July 11, 2014

Mr. Kanten Russell
Action Sports Group leader
Stantec
9179 Aero Drive
San Diego, CA 92123

Dear Kanten;

Your firm provided design services for the City of Carlsbad regarding our Skate Park at Alta Norte Community Park. As the Project Manager for this project, I can offer an unqualified reference to you and to Mike McIntyre regarding your talents as skate park designers. Our skateboard community has nothing but positive things to say about the new skate park.

I would appreciate another opportunity to work with you and Mike.

Sincerely,

Patrick McGarry
Digitally signed by Patrick McGarry
DN: cn=Patrick McGarry, o=City of Carlsbad, ou=City of Carlsbad, email=patrick.mcgarry@ci.carlsbad.ca.us, c=US

Patrick McGarry
Civic Projects Manager



LAKESIDE SKATEPARK

Planning for the Future



We Serve

A Project of the Lakeside Highway Lions Club

PO Box 2149 Lakeside, CA 92040

501 (c)(3) EIN: 33-0451368

January 22, 2015

Stantec
9179 Aero Drive
San Diego, CA 92123-2411
Attn: Kanten Russell

Re: Lakeside Skatepark Thank You

Dear Kanten,

Thank you for being a friend to the Lakeside Skatepark Committee. As we move into the 2015, we celebrate the skatepark design talent and expertise you have brought to our community. Through your partnership with our Committee you helped bring to fruition the first fully designed San Diego County Skatepark. The Lakeside Skatepark at Lindo Lake Park now has a pride-full spot where 100 to 600 young people are participating in sports that they love. The fact that we have these numbers of people exercising doing healthy and socially acceptable exercise in a location that is safe, visible and challenging to all levels of skill is something we are proud to have in our community.

When you and Mike McIntyre (Action Sports Design, now Stantec) came to meet with us, on your own (without a contract), and taught us what we needed to know, to answer every naive question about process and skateparks that you could answer was truly kind. From teaching and guiding the San Diego County Department of Parks and Recreation, who also had never contracted a project of this magnitude, showed great patience and your years of experience in Action Sports design showed through. You met with the Lakeside community members and participants in the sports twice to help design a park that would meet with most of our needs. In addition I can remember three times in which you came and spoke with our Lakeside Teen Center staff and teen members to get them excited about really putting in place a top designed skatepark. Your skills made this project credible and not just a dream.

From our shovel in the ground July 10, 2013 to our construction start date of 10/28/2013 to our grand opening on April 25, 2014 you have guided all of us through the many steps and unknowns including the change in California State Law regarding Storm Water Run-Off. You have answered your phone and called me when I have had questions or needed extra reassurance about "normal process". You have been our Lakeside Skatepark friend, visionary and supper supporter. Many thanks Kanten Russell, you are the Friends of the Lakeside Skatepark best!

Sincerely,

Terry Burke-Eiserling
Friends of the Lakeside Skatepark

cc: Mike McIntyre
Brian Albright, Dept of Parks and Recreation



City of Encinitas
Public Works Department

July 14, 2015

RE: Michael McIntyre and Kanten Russell
Stantec

To Whom It May Concern:

I highly recommend Mike McIntyre and Kanten Russell of Stantec for their professionalism, responsiveness, and skill in skatepark design. I had the pleasure of working with Mr. McIntyre and Mr. Russell on the Encinitas Community Park project, which was completed in early 2015. Our City staff collaborated with them beginning in the design phase and continuing through a lengthy community feedback process that involved politicians, interested residents, and the professional and recreational skate communities. Throughout the series of public meetings, Mr. McIntyre and Mr. Russell maintained a professional and respectful approach to the participants, thoroughly explaining the design concepts, receiving input and ideas from the community, and skillfully guiding the process to be constructive for the project and beneficial to the ultimate design. They were able to easily relate with the wide spectrum of participants and to engender trust and a collaborative attitude that was critical to the success of the process.

During the engineering phase, Mr. McIntyre and Mr. Russell created a detailed and comprehensive set of plans, and they navigated well the City's need for three "bid alternates" that allowed the skatepark to be constructed as a series of standalone elements, as funding allowed. They were also instrumental in drafting skatepark specifications that successfully restricted the skatepark subcontractors bidding on the project to a properly qualified group and imposed important requirements to ensure the City would receive a work product meeting the design intent and very narrow tolerances. During the construction phase, Mr. Russell was responsive to the skatepark contractor, addressing questions and concerns in a timely manner, and making numerous visits to the job site to monitor progress. The skatepark construction was completed on time and on budget.

Our City is proud of the superb quality of the skating facilities designed by Mr. McIntyre and Mr. Russell at Encinitas Community Park and the huge popularity of the skatepark with skateboarders of all ages is a great testament to their success. The skatepark is truly a community treasure, thanks to the efforts of Stantec.

Please feel free to contact me for any additional information.

Sincerely,

Stephanie Kellar, P.E.
Associate Civil Engineer

Tel 760/633-2770 FAX 760/633-2818 TDD 760/633-2700 505 South Vulecan Avenue, Encinitas, CA 92024

dream D development

Stantec
1919 Pogo St.
Regina SK S4P 3P7
Canada

July 10, 2015

Re: Letter of Recommendation - Stantec

To: Kamen Russell,

We have recently had the pleasure of working with you on the new skatepark for our community, Harbour Landing.

We have thoroughly enjoyed working alongside yourself and the local Stantec team throughout the project. We are confident that your involvement in the skatepark has been a key factor in the success of the end product. Your expertise and understanding of the sport and user experience has created a park that is one of a kind in the city.

We have been impressed throughout the process of your commitment to excellence in meeting timelines, design, and quality control. We appreciate your determination to create a space that has allowed us to fulfill our commitment of building better communities by providing world class amenities to those living in Harbour Landing.

Sincerely,



Evan Hunchak

1919 Pogo St.
Regina, SK S4P 3P7
Canada

1919 Pogo St.
Regina, SK S4P 3P7
Canada

THINKING ON WHEELS



MIKE MCINTYRE'S PASSION FOR SKATEBOARDING BECAME A LIFE DESIGNING SKATEPARKS.

In the world of skateboarding, Mike McIntyre is a legend. He's the guy who's been around since the beginning, and he's still going strong. He's not just a skateboarder, though; he's also a designer of skateparks. He's the guy who's helped shape the way we think about skateparks today.

PHOTO BY [unreadable]

ILLUSTRATION BY [unreadable]



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PHOTO BY [unreadable]

ILLUSTRATION BY [unreadable]



After an evening session at the skatepark, the sun is setting over the hills. The skateboarder is still on the ramp, and the air is filled with the sound of wheels on concrete. It's a moment of pure joy and freedom.

ILLUSTRATION BY [unreadable]



The skateboarder is still on the ramp, and the air is filled with the sound of wheels on concrete. It's a moment of pure joy and freedom. The sun is setting over the hills, and the skateboarder is still on the ramp.

ILLUSTRATION BY [unreadable]



**POPULAR
URBAN
PLAZA'S
NEW
URBAN
SKATE
PLAZA**

Submitted by Clark Allen, Director of Parks and Recreation, Poplar Bluff, MO

The wheels are rolling in Poplar Bluff where the city parks and recreation department recently opened its first skate plaza right smack in the middle of downtown.

The new skate plaza drew on the talents of international action park designers, professional skateboarders, and young local enthusiasts of the popular sport. Together with City officials we delivered a wheel friendly plaza that is truly reflective of its unique location and Poplar Bluff history. It's also the result of an exciting collaboration with the Missouri Foundation for Health (MFH), which provided vital funding through its Healthy and Active Communities initiative.

The plaza was officially dedicated in July during a day-long event featuring several professional skateboarders testing their skills, all giving it an exuberant high five. The opening attracted some 350 members of the community and for many it was a longtime dream realized.



Based in feedback from our community, we knew there was high interest in an urban destination that appealed to an underserved population—adolescents and young adults who don't necessarily participate in team sports. When no established city resource is available to this growing

skateboarding community, we know they are renowned for improvising. They often concoct their own skateboard sites in open lots, using available materials to create ramps and jumps and other course challenges. In fact, prior to the skate park opening, our local skateboarders had set up shop in an adjacent parking

lot anxiously watching the park take shape.

HELP FROM HEALTH INITIATIVE

For several years we had been hearing from members of the community about their desire for a skate park, but as with many capital improvements, funding was a challenge. Our plaza would not have been possible without grant assistance from the Missouri Foundation for Health (MFH) which provided a \$250,000 grant for the project, more than half the entire cost for design and construction. The grant was part of MFH's Healthy and Active Living Communities (H&ALC) initiative to combat obesity through various innovative methods including direct programming, built environment, advocacy and policy change.

The Poplar Bluff Skate Park is one of the first capital projects underwritten by MFH whose leadership recognized this as an opportunity to promote physical activity among youth.

Speaking on opening day, Amy Stringer-Hessel of the Missouri Foundation for Health, noted, "This is the first and

AN URBAN DESTINATION

The plaza aligns with the Poplar Bluff's streetscape plan and historical preservation guidelines. Its placement in a central downtown location served key objectives that mirror those of many Missouri municipalities: create a magnet for downtown activity and offer active recreation opportunities with easy access by foot, or in this case, skateboards. Our goal for this urban plaza was to deliver an exciting, artsy, inviting space that visually connected the old with the new, and appealed to everyone, even those who would never dream of hopping on a skateboard.



only program like this to date that we have gotten behind and funded. So this is an experiment for us. The grant was actually through a program that is called innovative funding. So, it allowed us as a foundation, and a funder, investing in health projects to take a real risk and I think we... will demonstrate to our board that the risk was very well worth taking."

NEW PLACE ON AN HISTORIC SITE

The design of skate plazas is rapidly evolving. The days of poured concrete, metal and plastic elements embedded on a concrete pad passing as a sufficient environment are long gone. Because of the grant, we were able to design a plaza that truly stands out. The lead plaza designers from ASD/Stantec, Mike McIntyre and Karent Russell, a former professional skateboarder, are very much in the forefront of current and emerging trends. Because they have designed hundreds of action sport environments, such as skateboarding and BMX parks and plazas, they were able to incorporate some features of the best skate plazas in North America, while creating something completely unique to Poplar Bluff.

Mike McIntyre, a principal with the design team of ASD/Stantec observed, "The vision was to integrate a unique skate plaza into an unused gravel lot that was connected to such an historical part of the downtown area. Embracing and incorporating the old jail stone walls, brick building, and the brick paved streets was the vision from the start of the project."

Community input was critical. "It was great to be involved in a public process that was able to use the input from the community as a whole to create a safe and aesthetically pleasing space for skateboarders to ride," says Karent Russell, lead designer and project manager.

The new skate plaza is located on a formerly empty half-block area that was once the site of the City Hall, fire station and the city jail. To reflect and honor the historic nature of the site, the plaza integrates art walls, historic downtown brick patterns and other original

elements such as jail cell bars, stucco and stonework to create a true urban downtown destination. A particularly distinctive feature is a restored wall along the eastern edge of the plaza which was kept historically intact with barred windows and bricks from the old city jail.

A focal sun burst pattern provides a center backdrop for all views looking down the corridor of the plaza while a six foot high concrete art wall features an old world stain pattern. Color choices overall reflect adjacent historic movie theatre located in downtown Poplar Bluff.

The plaza includes features for all levels of skateboarders. Space around each feature allows users to safely complete tricks without bumping into each. One amateur skateboarder Sean Conover who helped test the plaza observed, "It is one of the best parks I have skated. It's got something for everyone." And while it provides a lively central location for skateboarders, it also includes places for spectators to observe and stay safely out of the way of the action.

The reception to our new skate plaza couldn't be more positive. One young skateboarder paid it the high compliment of being "a real chill environment," while another commented: "This park means everything to me."

Thanks to the hard work of many, and the crucial support of the Missouri Foundation for Health, our local youth and young adults now have a leading-edge skate plaza within which to practice their sport and stay physically active. And the City has a unique new venue, bringing life and vitality into a previously unused downtown site.

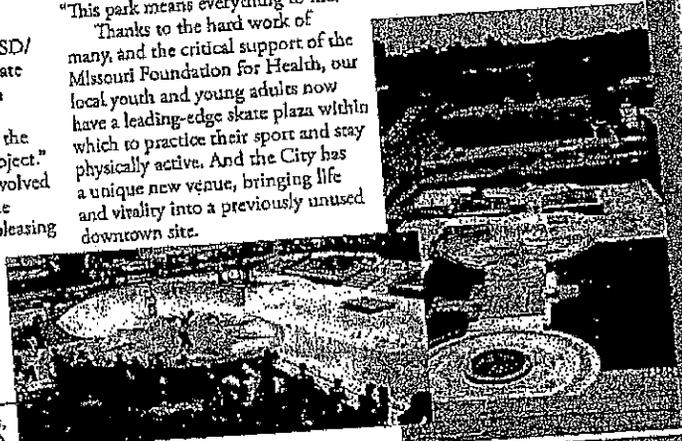


Photo Credits: Photographer: Paul Davis, Daily American Republic (local newspaper)

EXHIBIT C
FEE SCHEDULE

City of Costa Mesa, CA-Skate Park Planning Services

FEE MATRIX

Stantec Planning & Landscape Architecture P.C.

RJM Design Group Inc.

8-Apr-16

DESIGN	PROJECT ROLE TITLE	HOURLY RATE		ANALYSIS/ PLANNING		SCHEMATIC PLANNING		FEASIBILITY REPORT		COST ESTIMATING		FEE SUMMARY/ TOTALS	
		Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	
Stantec-Mike McIntyre	Principal-Action Sports	\$ 237.00	2	\$ 474.00	2	\$ 474.00	2	\$ 474.00	1	\$ 237.00	7	\$ 1,659.00	
Stantec-Kanten Russell	Design/ P.M.	\$ 150.00	14	\$ 2,100.00	16	\$ 2,400.00	10	\$ 1,500.00	4	\$ 600.00	44	\$ 6,600.00	
Stantec-Colby Carter	Design/ Production	\$ 131.00	12	\$ 1,572.00	16	\$ 2,356.00	8	\$ 1,048.00	2	\$ 262.00	40	\$ 5,240.00	
Stantec-Jarod Kershek	Design/ Production	\$ 105.00	12	\$ 1,260.00	12	\$ 1,260.00	18	\$ 1,890.00	16	\$ 1,680.00	58	\$ 6,090.00	
RJM-Larry Ryan	Design/ Production	\$ 185.00	8	\$ 1,480.00	8	\$ 1,480.00	8	\$ 1,480.00		\$ -		\$ 4,440.00	
RJM-Zachary Muehling	Design/ Production	\$ 155.00	10	\$ 1,550.00	10	\$ 1,550.00	8	\$ 1,240.00	2	\$ 310.00	30	\$ 4,650.00	
TOTAL DESIGN FEE:				\$ 5,406.00		\$ 6,492.00		\$ 4,912.00		\$ 3,089.00		\$ 28,679.00	

3-D GRAPHICS	PROJECT ROLE TITLE	HOURLY RATE		ANALYSIS/ PLANNING		SCHEMATIC PLANNING		FEASIBILITY STUDY		COST ESTIMATE		FEE SUMMARY/ TOTALS	
		Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	
Stantec-Graphics	3-D Graphics	\$ 146.00	0	\$ -	8	\$ 1,168.00		\$ -	0	\$ -	8	\$ 1,168.00	
GRAPHICS FEE:				\$ -		\$ 1,168.00		\$ -		\$ -		\$ 1,168.00	

Engineering	PROJECT ROLE TITLE	HOURLY RATE		ANALYSIS/ PLANNING		SCHEMATIC PLANNING		FEASIBILITY STUDY		COST ESTIMATE		FEE SUMMARY/ TOTALS	
		Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	Hrs.	Amount	
Stantec-Ted Grove	Civil Engineering	\$ 237.00	4	\$ 948.00	3	\$ 711.00	2	\$ 474.00	0	\$ -	9	\$ 2,133.00	
Stantec-Surveyor (As Needed)	Survey/Topo	\$ 141.00		\$ -		\$ -	0	\$ -	0	\$ -	0	\$ -	
Stantec-Civil (As Needed)	Storm Water Engineering	\$ 135.00		\$ -		\$ -		\$ -	0	\$ -	0	\$ -	
Stantec-Traffic Engineer (As Needed)	Traffic Study	\$ 163.00		\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	
TOTAL DESIGN FEE:				\$ 948.00		\$ 711.00		\$ 474.00		\$ -		\$ 2,133.00	

REIMBURSIBLES	EXPENSES	UNIT COST		ANALYSIS/ PLANNING		SCHEMATIC PLANNING		FEASIBILITY STUDY		COST ESTIMATE		FEE SUMMARY/ TOTALS	
		Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
Reimbursables-Stantec	Lump Sum	\$ 500.00	2	\$ 1,000.00	1	\$ 500.00	1	\$ 500.00	0	\$ -	4	\$ 2,000.00	
Reimbursables-RJM	Lump Sum	\$ 500.00	1	\$ 500.00	1	\$ 500.00	0	\$ -	0	\$ -	2	\$ 1,000.00	
REIMBURSEMENT FEE:				\$ 1,500.00		\$ 1,000.00		\$ 500.00		\$ -		\$ 3,000.00	

DESIGN FEE TOTAL	CONTINGENCY/ AS NEEDED CONSULTING	REIMBURSIBLE TOTAL	TOTAL FEES
\$ 31,980.00	\$ 15,000.00	\$ 3,000.00	\$ 49,980.00

EXHIBIT D
PROJECT SCHEDULE

F. Proposed Schedule

Schedule. This shows the proposed timeline and milestones as requested in the RFP. The dates can be achieved by providing a design that is flexible and dynamic, and by using our team that has similar project expertise in the design process. Each member of our team brings valuable experiences and expertise to the table to keep the project on time and on budget. We anticipate a schedule similar to the diagram below.

- Kick-off Conference: 1 day
May 24, 2016
- Review Potential Sites and Develop Priority List: 25 days
May 25, 2016 - June 28, 2016
- Preliminary Site Analyses and Concept Development (top 3 sites): 53 days
June 29, 2016 - September 12, 2016
- Presentation of Concepts to Parks and Recreation Commission and Site Selection: 1 day
August 9, 2016
- Presentation of Concepts to City Council at Study Session Meeting: 1 day
September 13, 2016
- Final Concept Development: 58 days
September 14, 2016 - December 5, 2016
- Presentation of Final Concepts to City Parks and Recreation Commission: 1 day
October 27, 2016
- Presentation of Final Concepts to City Council for Approval: 1 day
December 6, 2016

May	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				
June				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		
July						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
31							
August							
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

September							3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	
October							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
30							
November							5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			
December							3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31