

**SWA Los Angeles**

811 W 7th Street  
8<sup>th</sup> Floor  
Los Angeles, California 90017  
+1.213.236.9090  
www.swagroup.com

August 13, 2018  
August 15, 2018 (revised)  
October 31, 2018 (revised)  
September 25, 2019 (revised)

---

Gerdo P Aquino  
Ying-yu Hung  
Ning Deng  
Thomas Balsley  
Kinder Baumgardner  
Natalia Beard  
René Bihan  
Shuyi Chang  
Scott Cooper  
Marco Esposito  
Hui-Li Lee  
James Lee  
Margaret Leonard  
Chih-Wei Lin  
John Loomis  
Ye Luo  
Scott McCready  
Charles S McDaniel  
Ross Nadeau  
Sean O'Malley  
Timothy Peterson  
Rhett Rentrop  
R Joseph Runco  
Kevin Shanley  
Elizabeth Shreeve  
David P Thompson  
James Vick  
Justin Winters  
John L Wong  
Jack Wu  
Xiao Zheng

Mountains Recreation and Conservation Authority  
Los Angeles River Center and Gardens  
570 West Avenue 26, Suite 100  
Los Angeles, Ca 90065

Attention: Sofia Aleman, Project Manager  
Project: Reseda Park- Storm Water Management; Reseda, California  
SWA Project #: MUTS801.A

Dear Ms. Aleman:

We are pleased to submit the following proposal for Professional Services in connection with the project referenced above.

This Agreement is by and between SWA Group ("SWA"), a California corporation, and Mountains Recreation and Conservation Authority ("Client"), Los Angeles, California.

**I. PROJECT UNDERSTANDING AND ASSUMPTIONS**

SWA and their consultant team shall prepare for and participate in community meetings and develop the final concept design, as selected by the MRCA and community process, through schematic design. SWA will provide final presentation graphics for MRCA's use in agency review and coordination. The extent of the project is indicated on the attached drawing entitled Exhibit A, dated August 13, 2018. The preliminary project schedule is attached as Exhibit B, dated September 25, 2019.

**II. SCOPE OF SERVICES**

The scope of services shall include:

A. SWA shall provide Design Consultation for the following items:

1. New Prefabricated Public Restroom
2. Reseda Park Landscape Design
3. Storm Water Management
4. Relocation of Maintenance Yard

B. SWA shall provide schematic design, as later described, for the following scope items:

1. Finish grading and surface drainage of pedestrian pavements and planting areas;
2. Pedestrian pavements;

**swa**

3. Landscape walls, steps, railings and related site structural elements not a part of the buildings (if any);
  4. Fences, decks and seating devices (if any);
  5. Site furniture including planter pots, trash receptacles and drinking fountains (if any);
  6. Planting and soil amendment;
  7. Storm water management design and engineering, provided by civil consultant.
  8. Geotechnical analysis, provided by geotechnical engineering consultant.
  9. Existing trees condition analysis, provided by certified arborist consultant.
- C. If required, SWA will retain and direct the services of the following professional consultants (Fees for such services are not included in this contract and shall be the subject of future agreement):
1. Structural engineering for landscape walls, steps, railings and related site structural elements not part of the buildings;
  2. Site lighting circuitry;
  3. Site surveying;
- D. The contribution of SWA to the project under Scope Items C.1-C.3 shall be limited to areas of design and aesthetics and SWA does not assume responsibility for the work of others in the production of construction documents or the sufficiency thereof necessary to the execution of the work.
- E. Design of Scope Items shall not include structural provisions for support of such items in the structure of the building; penetrations of the structure of the building for structural, mechanical, electrical or plumbing connections; actual connection to structural, mechanical, electrical and plumbing systems of the building (other than point-of-connection in planters for irrigation); waterproofing of the structure or protective covering of that waterproofing; or waterproofing of penetrations of the structure.

(Continued on following page.)

### III. PROCEDURE

#### A. Community Outreach

SWA shall assist with community outreach, through the preparation for and participation in three (3) community meetings. The focus of the first two meetings will be soliciting input from the community on the three Reseda Park concept design options. The content and format of these two meetings will be the same, but they will be scheduled for different times/days of the week. The focus of the third meeting will be presenting the schematic design of the preferred Reseda Park concept to the community for their feedback.

Deliverables to include:

- Original concept graphics revised per direction from MRCA
- Pros/Cons comparison for the three (3) concept options
- Large format imagery boards, ten (10) to fourteen (14) total:
  - Meetings #1 & #2: six (6) to eight (8) 36"x48" boards total
  - Meeting #3: four (4) to six (6) 36"x48" boards total
- Digital slide presentation, if desired
- Additional materials for interactive activity, to be determined

#### B. Schematic Design

SWA shall prepare schematic design drawings defining the general concept of landscape architectural design and development and a budgetary estimate of probable construction cost for that scope of work based upon the concept. Deliverables to include:

- Illustrative Site Plan
- Grading Diagram
- Paving/Materials Diagram, with preliminary material selection
- Planting Diagram, with preliminary planting palette
- Site Furnishing Diagram, with preliminary material selection
- Lighting Diagram
- Accessibility Diagram
- Utility Diagram (by Civil)
- LID Diagram, with preliminary drainage calculations (by Civil)
- Geotechnical Report (by Geotechnical Engineer)
- Existing Trees Evaluation Report (by Arborist)
- Site Sections, two (2)
- Perspectives, two (2)
- Image Inspiration Board
- Zoning Restrictions narrative/diagram
- Opinion of Probable Cost at 100% Schematic Design (by Cost Estimator)

SWA shall assist Client in filing the appropriate plans and documents which are required to secure the necessary design approvals from the various governmental agencies having jurisdiction over the project, but Client shall be solely responsible for securing all such approvals.

**IV. DESIGN APPROVAL**

Sofia Aleman has been designated as the person responsible for design direction to SWA for this project and has the authority for design approval. In the event that the design, as approved by Sofia Aleman is rejected by others, and re-design is required, such re-design services shall be compensated as Additional Services.

**V. MEETINGS AND SITE VISITS**

This proposal includes Professional Service time for up to four (4) meetings for coordination with Client, agencies, consultants or Owner.

Additional meetings shall be billed as Additional Services. Travel expenses shall be billed as Reimbursable Expenses.

**VI. EXCLUSIONS TO SCOPE OF SERVICES**

Client shall provide the following information or services as required for performance of the work. SWA assumes no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should SWA be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

- A. Topography and boundary surveys.
- B. Legal descriptions of property.
- C. Soils testing and/or engineering, other than that provided within the Scope of Services.
- D. Existing site engineering and utility base information.
- E. Overhead aerial photographs at controlled scale.
- F. Engineering other than that provided within the Scope of Services.
- G. Extensive 3-D modeling.
- H. Marketing level renderings.

## VII. FEES AND TERMS

These services will be billed to you under our job number MUTS801.A provided for the fixed sum of \$114,030, under the terms and conditions of our contract with you dated February 16, 2018.

We estimate the following fee breakdown by phase:

|                    | <b>SWA<br/>Landscape</b> | <b>Fuscoe<br/>Civil</b> | <b>Cumming<br/>Cost Est.</b> | <b>Ninyo &amp;<br/>Moore<br/>Geotech.</b> | <b>Cy Carlberg<br/>Arborist</b> | <b>Fee Total</b> |
|--------------------|--------------------------|-------------------------|------------------------------|---|---------------------------------|------------------|
| Community Outreach | \$18,000                 | --                      | --                           | --  | --                              | <b>\$18,000</b>  |
| Schematic Design   | \$52,000                 | \$10,000                | \$3,330                      | \$17,500                                  | \$13,200                        | <b>\$96,030</b>  |
| <b>Fee Total</b>   | <b>\$70,000</b>          | <b>\$10,000</b>         | <b>\$3,330</b>               | <b>\$17,500</b>                           | <b>\$13,200</b>                 | <b>\$114,030</b> |

We estimate the cost of Reimbursable Expenses will not exceed \$8,500, in addition to the above Fee Total.

We would be pleased to answer questions you may have or to clarify the various points above.

If this proposal meets with your approval, please sign below and return one copy for our files.

Sincerely yours,

SWA GROUP



Ying-yu Hung, Managing Principal

Contracting Agent

Landscape Architect, CA License #4374

Landscape architects are licensed by the State of California.

(Signature Page on Following Page)

Mountains Recreation and  
Conservation Authority  
September 25, 2019  
MUTS801.A  
Page 6 of 6

Accepted: Mountains Recreation and Conservation Authority

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

YH/jw

Proposal copyright ©2019 by SWA Group. No portion of this proposal may be copied or distributed to  
without the written permission of SWA Group.

# EXHIBIT A: Project Limits

August 13, 2018

SWA Proposal for Additional Services for  
Reseda Park



Aerial Date: 11/21/2017

## Reseda Park

City of Reseda



### Legend

Project Site

Index Contours (10')

Intermediate Contours (1')

Sewer Manholes

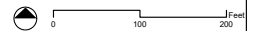
LA County Sanitation District Sewers

Catch Basins

LA County Flood Control Gravity Main Storm Drain

## Exhibit 1

2/26/2018



G:\180226\_Reseda\AXD\Reseda\_11x17\_180226.mxd

EXHIBIT B: Preliminary Project Schedule

|                                      | Oct-19 | Nov-19 | Dec-19 | Jan-20 |
|--------------------------------------|--------|--------|--------|--------|
| Project Team Meetings                | * *    | *      | *      |        |
| Community Outreach                   |        | * *    |        | *      |
| Schematic Design                     |        |        |        |        |
| <i>Geotech/Arborist Reports</i>      |        |        |        |        |
| <i>Landscape/Civil/Cost Estimate</i> |        |        |        |        |

|                       |   |
|-----------------------|---|
| <u>Key</u>            |   |
| Task Duration         |   |
| Project Team Meetings | * |
| Community Meetings    | * |