



Scott Peterson Landscape Architect, Inc.

September, 10- 2009

Mr. John Rutledge
General Manager
Arrowhead Lake Association
P.O. Box 1119
Lake Arrowhead, CA 92352

Subject: Tavern Bay Beach Club
Final Construction Documents

Dear John,

Thank you for the opportunity to submit the following Landscape Architectural Scope of Services and Fee Schedule for the proposed Tavern Bay Beach Club, located within the Tavern Bay area adjacent to the UCLA Conference Center. The scope of services will be as follows:

SCOPE OF SERVICES

A. Schematic Design Phase (Sketches)
Completed under agreement.

B. Final Preliminary / Master Plan
Completed under separate agreement

C. Final Construction Drawings

Final construction drawings will be prepared based upon the overall schematic master plan which was presented to the ALA Board of Directors on July 11, 2009. The specific scope of work will be as follows:

- Existing restroom renovations in order to comply with ADA standards.
- New snack bar facilityseparate / detached structure with serving counter, storage area, sink, electrical service, etc.
- Required demolition plan. (reflecting existing site elements which are to be removed.)
- Required grading and drainage plan.
- All new hardscape paving including new concrete pathways, enhanced paving areas, etc.
- All new retaining wall locations, including final design and construction details.
- Relocation of existing ‘dry stack’ retaining wall along beach area.
- All proposed shade structures.
- Terraced seating areas.
- New play area...including safety surface. (specific play equipment and assembly by others)
- Enhanced colored conc. with mural located at former play area.
- Final planting plan (reflecting renovated areas)
- Final irrigation plan. (low flow systems throughout)
- All required planting and irrigation details and specifications.
- All required site construction details and specifications sufficient for competitive bid and construction.
- Landscape and site improvements along east side of bay. (soil stabilization, drainage improvements, possible kayak launching deck, etc.)
- Coordination meetings with individual committee members as required.

Note: All drawings will be prepared as one package. Sheet format will be 30” x 42” size sheets.

FEE SCHEDULE

A. Fee

MEETINGS / ANTICIPATED CONSTRUCTION COST ANALYSIS

- (3) initial meetings with ALA committees to coordinate final design elements.....\$XXXX
- Coordination meetings as required during the construction document phase.....\$XXXX
- Anticipated construction cost breakdown.....\$XXXX

Sub-Total.....\$XXXX

RESTROOM / SNACK BAR DOCUMENTS

- Required field measurement of existing restroom facility.....\$XXXX
(create existing as-built drawing)
- Schematic designs reflecting modified restroom & new snack bar design including floor plans, elevations, sections, etc.....\$XXXX
- Final construction drawings for restroom and snack bar design. Including final floor plans, elevations, sections, framing, electrical, plumbing, along with all required construction details.....\$XXXX

Sub-Total.....\$XXXX

FINAL SITE PLAN DOCUMENTS

- Final demolition plan.....\$XXXX
- Final grading and drainage plan.....\$XXXX
- Final electrical site plan.....\$XXXX
(reflecting site lighting...pathway lights, etc.)

- Final hardscape, retaining wall, construction plan.....\$XXXX
(as outlined in work scope above)

- Final site construction details.....\$XXXX
- Final planting plan.....\$XXXX
- Final irrigation plan.....\$XXXX
- All required irrigation & planting details.....\$XXXX
- All required construction, planting & irrigation specifications for competitive bid and construction.....\$ XXXX

Sub-Total.....\$XXXX

Special Note:

SPLA will coordinate all required County and or other public agency submittals and approvals upon completion of final construction documents. All plan check fees, permits, agency coordination time will be considered a reimbursable expense.

B. Payment

1. You will be billed on a monthly basis in proportion to the time spent and expenses accrued to date.
2. Unless prearranged, payment is due and payable within 30 days of the invoice date.
3. If payment is not received when due, Landscape Architect may suspend services under this agreement and will retain possession of all plans, permits, and other documents related to this project until full payment is received.

C. Additional Services/Extra Costs

1. Additional site visits or meetings beyond those described above.
2. All reproductions costs and blueprinting will be considered a reimbursable expense.
3. Soils reports and testing.
4. Major revisions to contract documents after completion of design that significantly alters the site plan, such as shifting of streets or buildings, major grading, and architectural changes.
5. Design of any exterior signs.
6. Design of any water features.
7. Selection and/or tagging of any plant material at nurseries.
8. Attendance at any public hearings or government agency meetings. All agency submittals, fees, permits, and assessments are to be paid by others.
9. Preparation of any models or renderings.
10. Services as witness (and preparation time) for the owner or another party in litigations, public hearings, and legal and administrative proceedings involving this project.

D. Hourly Rates

Landscape Architect	\$145.00/hr.
Project Designer	\$75.00/hr.
Draftsperson	\$42.00/hr.
Clerical	\$31.00/hr.

I look forward to working with you and your staff on this project. Please call me if you have any questions.

Thank you.

Sincerely,

Scott Peterson, ASLA
President
P.O. Box 2157
Lake Arrowhead, CA 92352
909-337-9895

If you are in agreement with the Scope of Services and Fee Schedule as outlined above, please sign below and send me a copy via fax or mail.

APPROVED:

DATE:

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