



September 12, 2016

Elise Butler
Vice President, Lake Roland Nature Council
6155 Falls Road
Baltimore, Maryland 21209

RE: Design Services Proposal for Lake Roland Education Center Landscape
Lake Roland Park, 1000 Lakeside Drive, Baltimore, Maryland 21210

Dear Elise,

We are thrilled to submit this proposal for the design of the landscape around the new Lake Roland Education Center. This pilot project will allow us to work through some of the questions that arose as part of the review of the proposal for the conceptual master plan and well as provide Lake Roland Nature Council with a framework of how to fully design and install a project that will integrate with whatever master plan work happens later.

The team of Larry Weaner Landscape Associates (LWLA) and Carol Franklin, FASLA is uniquely suited to provide an innovative design that will respect and enhance the landscape surrounding this important new feature within the park.

This building was constructed to overlook a floodplain and we see this as a tremendous opportunity to educate park visitors about this important and fragile habitat. While our concept and its details will be refined as part of our analysis and design process, we have developed an initial concept which we think would lead to a dynamic and educational visitor experience. Our idea is to create a walk through time that will take a visitor through the successional processes at play in a floodplain forest. This journey will bring the visitor from a new land deposit with full sun gap species and fast growing, short lived trees through the transitional forest and finally to the mature floodplain forest with its large trees and understory grasses, ferns and wildflowers. Small depressions and/or other microhabitats (created or existing) that flood more often have their own ecological story to tell. At each major point of this successional story, there will be a small gardenesque stopping point, where classes can be taught, signage could be created to educate visitors, or just serve as a place to pause and take in the landscape.

Our intent is to collaborate closely with the stakeholders, to create an educational landscape that encourages visitors to explore other parts of the park, provide a beautiful place that will enhance ones environmental ethic all while demonstrating ecological succession in all of its richness and splendor.

Our current understanding of the goals, opportunities and constraints facing the park in general and this project specifically will allow us to hit the ground running if given the go-ahead and provide a tangible step forward in the restoration and enhancement of this valuable resource.

SCOPE OF WORK

Phase 1: Schematic Design

Task 1.1 Startup Meeting and Site Analysis Visit

Design Team and the client will meet to inaugurate this project. The dialogue will identify stakeholder goals and define communication, submittal protocols, and determine a project timeline. The design team will visit nearby floodplain forest reference sites. The design team will then begin their site analysis process including:

Soil texture, pH, and nutrients

Aesthetic characteristics

Existing vegetation

Topography and Land Forms

Regional context

Historic Character

Solar exposure

Hydrology

Task 1.2 Provide a Conceptual Landscape Design (including preliminary planting schemes, rendered plan, and rendered sections)

Based on the findings from site research and site analysis, LWLA will develop a design scheme that addresses the multiple values and directives (ecological, aesthetic, functional) of this project. The design will build upon the opportunities and challenges, and input from stakeholders.

Deliverable: Preliminary Rendered Conceptual Development drawings with generalized plant lists and seed mixes, plant image boards and anything else needed to convey design vision.

Task 1.3 Present Conceptual Landscape Design

Larry Weaner (and perhaps Carol Franklin) will present all aspects of the conceptual landscape design via Web Conference. They will present the overall concept, general plant lists and any images and drawings which will help convey the concept as well as answer any audience questions.

Phase 2: Design Development

Task 2.1 Provide a Draft Landscape Design

Based on the feedback on the conceptual design, LWLA will present a further realized design scheme that details circulation and plant locations. It will not detail any construction items (benches, signage etc.).

Deliverable: Design Development drawings with supporting information including details, plant lists and seed mixes and anything else needed to convey design vision.

Task 2.2 Provide a Draft of Specifications for Installation and Management

Preparation of a series of detailed site-specific directions for the installation of all project aspects (site preparation, planting, and seeding) and the short and long term management of the project after installation. Will include a detailed description of all management procedures, rationales and their timing as well as suggestions for what type of labor is recommended for a given tasks (volunteer, park staff, outside contractor etc.). The project will be designed in a way to allow a large amount of the labor to be conducted by volunteers.

Deliverable: Draft landscape specifications and calendar for review and comment.

Task 2.3 Present Draft Landscape Design

Design team will present all aspects of the updated landscape design and specifications to the client with an onsite presentation.

Phase 3: Final Design

Task 3.1 Provide Final Landscape Design

Based on the feedback on the design, LWLA will present a final design scheme that fully details the plan in a plant-ready fashion. This plan will not detail any construction items (benches, signage etc.).

Deliverable: Final blueprint style drawings with supporting information including details, plant lists and seed mixes and anything else needed to convey design.

Task 3.2 Provide Final Specifications for Installation and Management

Finalize specifications as needed based on stakeholder feedback.

Deliverable: Final landscape specifications an installation and management calendar for review and comment.

Task 3.3 Final Design Presentation

Design team will present all aspects of the final landscape design and specifications to the client via web conference. Implementation and project phasing can be discussed at this time.

ASSUMPTIONS

- A. In order to keep design fees down, the client agrees to provide all relevant information, architectural site plans, surveys, reports, archival documents, and professional recommendations and any other related items requested by the design team in order to provide its professional services. We will rely on the accuracy and completeness of these items.
- B. This proposal includes one site visit, one on site presentation and two web presentations. Additional meetings will be considered Additional Services. Each meeting will have an added cost of \$125 per hour for firm principal and \$85 per hour for an associate (plus all related expenses)
- C. We assume the Client will take the lead in any needed permitting and will coordinate all efforts associated with required permit filings, hearings, and approvals. The client will obtain and pay for all required permits from authorities with jurisdiction over the Project.

POTENTIAL ADDITIONAL SERVICES

While not necessary for creating a beautiful and educational landscape, we feel that considering some of the following options may enhance the project overall. Proposals for any/all of these items can be written at the request of the client.

- A. Signage and Brochures- LWLA has the in-house staff who have the skills and experience to design compelling, site specific and beautiful signs and brochures for this project. The brochures could have a variety of purposes, but one could be to connect the overall design concepts of the floodplain garden to the more typical home landscape.
- B. Fully Rendered Plan – A color rendering of the final plan could be used as a fundraising or education tool.
- C. Fully detailed Learning Nodes - While the base design will location and provide a general form for each of the learning and/or sitting spaces within the design, they will not detail any site furniture or construction details. We could produce unique features for each learning node to make them each a worthy destination. Each of these could then be donated by an individual and/or entity allowing for a great fundraising tool.

- D. Cost Estimation and Phasing Plans – In order to help with fundraising and selecting contractors, we can provide overall cost estimates as well as help determine the best phasing plan (both in terms of cost as well as project success).
- E. RFP Creation – We could provide a document that would be written in a way that would allow outside contractors to competitively bid on any relevant portions of the project. This would allow the client to make sure they are getting a skilled contractor who truly understands what is needed to complete the project.
- F. Construction Administration – Design team can provide oversight of site preparation and/or installation by contractors and/or volunteers to help ensure that design is installed as per specifications.

WORK NOT INCLUDED

Other than the items listed above (A-F) which are not included in the base scope, there are a number of additional services that may be needed, or may have been provided by others. This proposal does not provide for the following services:

- Property and topographic surveys
- Soil mapping or subsurface testing
- Arborist tree assessment
- Civil Engineering for drainage design, sub-base design and paved areas
- Structural Engineering for walls, steps, structures etc.
- Value Engineering revisions
- Perspectives / SketchUp Models

Any or all of these services can be contracted as “Reimbursable Expenses” or through the writing of an additional proposal.

FEES

Professional fee for basic services = \$10,700 plus reimbursable expenses (estimated at \$750 for travel expenses).

<i>Phase 1: Schematic Design</i>	<i>\$4,460</i>
<i>Phase 2: Design Development.</i>	<i>\$3,150</i>
<i>Phase 3: Final Design.</i>	<i><u>\$3,150</u></i>
TOTAL	\$10,700

This fee does not include reimbursable expenses (estimated at \$750 for travel expenses). These will be billed to the client at cost.

All work and related expenses will be billed to the client by LWLA on a monthly basis.

15% retainer will be due upon acceptance of the proposal.

Sincerely,

The Consultant Team

Larry Weaner Landscape Associates (Larry Weaner and Rebecca Kagle)

Carol Franklin, PLA and FASLA

ACCEPTANCE AND SIGNATURE BY CLIENT

To accept this proposal, please sign and return this signature page via U.S. Mail or electronically. The signature page will serve as your agreement to the terms of this proposal and will authorize the consultant team to proceed with the work as described in the proposal. Please keep a copy for your files.

Design Services Proposal for Lake Roland Nature and Environmental Center Landscape –
September 12, 2016

I agree to the terms of the proposal listed above and authorize LWLA to proceed with the work as described herein.

Accepted For: (printed name of client) _____

By: (printed name of authorized representative)

Title: _____

Signature: (handwritten or digital)

Date: _____

Deposit Payment: Please return deposit check with signature page.

Acceptance and Signature by Consultant Team

Larry Weaner, Principal
Larry Weaner Landscape Associates
September 12, 2016

Carol Franklin, FASLA, PLA
September 12, 2016