

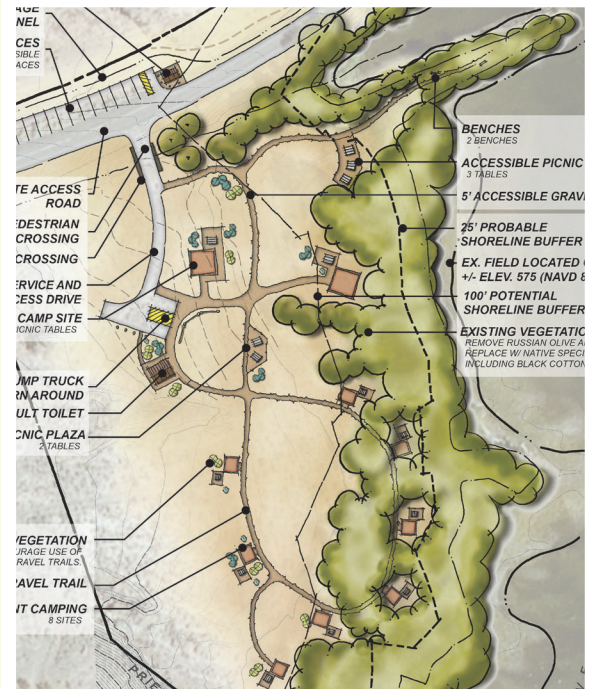


SCJ ALLIANCE

Landscape Architectural Scope of Services

prepared for

South Whidbey Parks and Recreation





October 15, 2015

Doug Coutts, Parks Director
South Whidbey Parks and Recreation District
5475 Maxwellton Rd
Langley, WA 98260

Re: South Whidbey RV Campground Concept Plan Development

Dear Doug:

It was a pleasure to chat with you on the phone this past week. For over 20 years now, I have focused my landscape architecture practice on recreational facility design with a majority of that work being in the natural resource-based recreation field. Open-space parks, trail, and campground design make up a majority of my professional experience. Our business group, Project Groundwork, was founded in 2007 and merged with SCJ Alliance in June of 2014. With a combined staff of over 60 design professionals, the firm has the capabilities to serve clients throughout the state.

As I mentioned to you on the phone last week, we are currently working on preliminary design and permit drawings for a 55-unit full service RV campground on Crescent Bar Island in Grant County. Members of our site design and engineering team have also provided planning and design services for a number of campground projects in the past including:

- Sand Hollow Tent Camp and Day Use Area – Grant County, Washington
- Rocky Coulee Tent Camp and Day Use Area – Kittitas County, Washington
- Bridgeport RV Campground – Bridgeport, Washington
- Wahweap Campground – Page, Arizona

As requested, I have included an outline scope of work and fee range for the completion of preliminary concept plan and planning level estimate for your project. Please review the outline scope and fee on the following page and call if you have any questions.

The suggested project approach provided represents an option for the execution of the tasks we discussed last week. Should you see any items that you feel are not necessary, or wish to include tasks or deliverables not included in the outline, please feel free to give me a call.

I hope the approach and fee range estimate will provide you with the information you need to discuss a path forward with your parks commission. We are excited at the potential to work with you on this project and look forward to hearing from you soon.

Regards,

A handwritten signature in black ink, appearing to read "David Stipe", with a stylized flourish extending from the end.

David Stipe, Principal

suggested approach

Initial Project Tasks

\$1,800

- Site Visit and Kick-off Meeting with predefined stakeholder group (anticipated to be a full day with 2 SCJ design professionals)
 - Stakeholder group to be developed by South Whidbey Parks and Recreation District
 - In-person site visit
- Develop mapping database using existing available GIS files from the county
- Site Elements List development

Public Involvement

\$2,500 - \$4,000

- Develop materials and agenda for public workshop
 - Invitation materials for workshop (postcards, handbills, posters, etc.)
 - Kit-of-parts for a site layout exercise with attendees
 - Base maps
 - Misc. boards
 - Feedback materials
- Workshop facilitation (2 SCJ design professionals in person – Langley, Washington)
- Workshop Summary Report

Schematic Plan and Estimate

\$6,500 - \$8,000

- Draft schematic plans (2 total B&W)
- Concept plan review meeting with core group of stakeholders via web conference
- Develop preferred schematic plan based on input received during web conference
- Preferred schematic plan cost estimate
 - Estimate for construction, permitting and design
 - Estimate will include site survey and cultural resources estimates if necessary
- Assist Parks staff in presentation of the schematic plan and estimate to the Parks Commission

team



David Stipe, ASLA
Project Manager

David manages SCJ's Landscape Architect Group. David has over 20 years of experience in site design and landscape architecture, with a focus on recreation design and downtown corridor redevelopment. His passion for parks and trail planning and design are evident in his interactions with our clients and the public. David works closely with a client or the public to craft a vision and plan that addresses a community's true need, not our design teams interpretation of that need.

For his entire career, David has played numerous roles, from design/drafting support to parks design and trail corridor staking to final design and specification development for both types of recreation facilities. He has also played a central role in corridor design and gateway feature development on several projects throughout the western United States.

Project Experience

- Columbia River Shoreline Trail Design – Grant County PUD, Washington
- Fifth Street Bicycle Improvements – Wenatchee, Washington
- Gateway/Early Winters Trailhead Design – Mazama, Washington
- Crescent Bar Island Master Plan – Crescent Bar, Washington
- Fossil Creek Park – Fort Collins, Colorado
- Gardens on Spring Creek – Fort Collins, Colorado
- Cornerstone Park – Littleton, Colorado



Jillian Reiner, ASLA
Landscape Designer

Jillian has a diverse planning and design background, most recently supporting our design professionals developing recreation site plans, cost estimates, and planting and mitigation plans for open space park development. With degrees in Landscape Architecture and Fine Arts, she brings a unique perspective and approach to each design process, lending enthusiasm and attention to design and construction detail to all her work.

Jillian's graphic skills frequently play a key role in our public outreach efforts by assisting the design team and our clients in expressing a vision for a project. She also contributes to the design developments and alternatives analysis for numerous SCJ projects across our business groups. Her experience with SCJ includes GIS analysis and mapping work, assisting with construction documents for various projects, illustrating and graphic work, developing marketing tools, and has performed construction inspection.

Project Experience

- Grant County PUD Recreation Sites Planning and Design – Grant, Kittitas, and Douglas Counties, Washington
- Crescent Bar Recreation Area Master Plan and Design – Grant County, Washington
- Eastmont Metro Parks District Comprehensive Plan Update – East Wenatchee, Washington



Amy Head, PE
Civil Engineer

Amy has over 20 years of design and project management experience on civil engineering projects throughout Washington. She has worked on a variety of project types including educational and campus development, commercial retail, multi-family residential, municipal facilities, and park and recreation projects. Amy's work with these projects has included team coordination, oversight and preparation of schedules, construction documents and cost estimates, as well as coordinating project permit approvals. Amy is well-versed in sustainable and low impact development design and is familiar with many of the green design standards including LEED, Washington Sustainable School Protocols, and Evergreen Sustainable Development Standard.

Project Experience

- Kettleview Park – Olympia, WA
- Riverside Park – Sumner, WA
- Lake Spanaway Golf Course Redevelopment – Spanaway, WA
- Pleasant Harbor Master Planned Resort – Brinnon, WA
- East Bay Public Plaza – Olympia, WA

references

Rocklynn Culp

Town Planner
Town of Winthrop
509.996.2320

Donna Hogerhuis

Former Mayor
Town of Wilkeson
253.876.3217

Jerri Mickle

Parks and Recreation Supervisor
Grant County PUD
509.754-6754

Deanne Reynolds, PE

Development Program Manager
City of Chelan
509.682.4575

John Woodcock, PE

City Engineer
City of Bonney Lake
253.447.4336

“You know what you are doing...you have good expertise and are great with people...”

– **Deanne Reynolds, City of Chelan**

“SCJ Alliance is extremely responsive to our City’s needs...and more importantly, they are experts at understanding the big picture and assisting the City through complex project planning and implementation.”

– **Steve Goins, City of Shelton**

“We hired SCJ Alliance because we were confident they understood small towns, and that proved to be true. They brought an expertise to our projects that turned ideas into significant improvements for our town center.”

– **Donna Hogerhuis, Town of Wilkeson**



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