

Background and Proposed Study Design

About the Firm:

Callander Associates is a landscape architectural planning and design firm who provides consultation, community outreach, master planning, park design, construction administration, management and review services for parks, transportation corridors, streetscapes, urban plazas, pedestrian and bicycle improvements, and other landscape architectural projects. We work closely with design, planning and public works professionals, as well as the stakeholders and community, to facilitate creative and comprehensive design alternatives. These services include consultant coordination, cost estimating, phasing recommendations, community workshops, renderings, and preparation of funding and permitting submittals.

The firm is a privately-held California corporation whose Bay area studios are led by Principals Brian Fletcher and Mark Slichter, both of whom have been with the firm 18 years and 27 years, respectively. This multi-generational, long-term stability provides a strong foundation for the offices and our staff of 23 design and administrative professionals. Our firm takes great care to balance hiring practices with current and projected workload. In doing so, Callander Associates has grown steadily since its inception in 1973, currently operating offices in San Mateo, San Jose, and Rancho Cordova.

General Background:

Callander Associates - project management/ landscape architecture

Mark Slichter, ASLA, Principal - proven park design team leader in Northern California, with 30 years experience. Extensive outreach experience and successful track record overseeing multidisciplinary teams.

Dave Rubin - licensed landscape architect; accomplished project manager with over 10 years experience delivering community- driven park designs.

Shawn Sanfilippo - arborist/construction manager/certified landscape irrigation auditor; over 30 years of construction experience.

M. Sandoval Architects - *architect*

Mark Sandoval - Mark brings direct local expertise having served on the Historic Preservation Board for the City of Campbell, as well as the Historical Commission for the City of Los Altos and numerous design and advisory committees for various cities in the Bay Area.

GeoForensics - *geotechnical*

Dan Dyckman - experience with investigations for placement of structures; new park construction; drainage control.

Zeiger Engineers - *electrical*

Ron Zeiger - providing comprehensive electrical engineering services for public, park design and construction.

Hazmat Doc - *hazardous materials*

Zen Doctor - professional team of consultants and technicians with experience in all aspects of inspection and abatement of hazardous materials.

Kier & Wright - *civil, survey*

Mark Knudsen - experience includes construction and boundary surveying, mapping and subdivision work related to land development.

Overall Approach:

Our approach is geared to managing the process outlined in the RFP to provide the best possible project outcome. Key elements of our approach include;

- **Understanding the site** to minimize the risk of overlooking anything as plans are developed. Site investigation is comprehensive; including archival research to make sure nothing of significance is overlooked.
- **Trusting the process** and employing a plan development methodology that doesn't involve shortcuts and doesn't commence until the site is fully understood and the community has been engaged.
- **Real community engagement** wherein the project receives maximum exposure through extensive outreach and all inclusive meetings conducted on-site. To a significant degree, the elements of the park will be up to the community to decide.

We serve the citizens of Mountain View as their pencil, giving graphic representation to the ideas brought forth. Our responsibilities extend further, showing the potential of the site in ways not fully elucidated by the community, while developing plans that don't stray from the City's budget parameters.

One further and critical element of our approach is **flexibility**. Plan development is a journey of discovery and no project follows the RFP script to the letter. As we move ahead we will be constantly assessing not just the plan, but the process. We fully expect that deviations in the process may occur and work with our clients to provide pro-active responses that are shaped by our commitment to deliver the most fully realized project possible.

Team's Key Strengths:

The elements that define 771 N. Rengstorff also hint at the skill set required of the team that will lead the effort. These elements include the site's prior uses, vegetation, project program, context within the neighborhood, and the attention in the City at large.

Prior uses; the existing residence is to be considered for re-purposing as a facility serving the park. The residence must be inventoried to catalog the upgrades that would be required. Mark Sandoval Architects will fulfill this key role on the project. Should the determination be made that the building is to be demolished, we have retained Hazmat Doc to prepare a report documenting the presence of lead and asbestos and recommending appropriate handling and disposal.

Vegetation; our in-house arborist will document all trees 4" in diameter at breast height (DBH) and greater in size. Having this capacity in-house allows for rapid evaluation of alternative development plans as the arborist can be pulled in on a moment's notice to render an opinion.

Project Program; Our architect will again be involved with the Immigrant House. From the practical perspective of moving the structure on site, to identifying preferred locations, to how to best showcase the facility, the project could not be better served than by Mark Sandoval. His experience and passion for historically significant buildings assures us that this aspect of the project will receive the attention it deserves.

The team will also draw on its previous experience in designing community garden facilities that strike the right balance between maximizing community access and the City's community garden operating policies (much like those instituted at the Willowgate Community Garden).

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The items shown in ***bold-face italics*** are documents that we would prepare as part of our tasks.

PHASE I: PRELIMINARY INVESTIGATION

- 1.01 **Start-Up Meeting:**
Attend an on-site project start-up meeting with City staff and key stakeholders. Identify project goals and strategies for upcoming outreach efforts. ***Meeting agenda and summary*** will be provided.
- 1.02 **Site Reconnaissance:**
Conduct ***site reconnaissance***. Photo document existing conditions and compile images in a ***site photos binder*** for studio use and to facilitate meetings with City staff.
- 1.03 **Utility Coordination:**
Contact utility providers. Map any utilities and resolve potential conflicts. Prepare a ***utilities summary***.
- 1.04 **Data Review:**
Review data provided by the City, including right-of-way drawings and improvement plans. ***Prepare summary memo***.
- 1.05 **Topographic Survey:**
Prepare a topographic survey. Submit electronic ***topographic survey*** in AutoCAD.

* Prepare boundary survey (additional service)
- 1.06 **Geotechnical Investigation:**
Perform geotechnical assessment of site. Provide City with ***geotechnical report***.
- 1.07 **Evaluation of Existing Residence (additional service):**
Investigate the existing residence for suitability to be re-used. Present the findings in a 2-3 page ***summary memo***. Summary to include CDPH form 8552 documenting presence of asbestos and lead as encountered.
- 1.08 **Arborist Report:**
Prepare an arborists report documenting tree type, DBH (Diameter at Breast Height) and condition. Assemble ***photo log*** showing each evaluated tree. Prepare a ***tree inventory spreadsheet***.
- 1.09 **Project Schedule:**
Prepare ***Gantt-style project schedule*** in MS Project showing key milestones and submittal dates and update schedule at each milestone.
- 1.10 **Existing Conditions Report:**
Prepare a ***Summary Narrative Report*** to summarize the existing site conditions with topographic survey, geotechnical report, arborist report, utilities report, structural and hazardous evaluation of the existing residence attached as appendices

PHASE II: SCHEMATIC DESIGN

Part A – Community Meetings (3)

- 2.01 **Meeting Invitations:** In advance of each community meeting, prepare **meeting invitations** with graphics suitable for postcard mailer and website.
- 2.02 **Neighborhood Meeting:**
Conduct an initial meeting on site with the immediate neighbors bordering the site to understand their concerns related to park use, visibility and security.
- 2.03 **Community Meeting #1:**
Conduct an on-site community meeting. Present a site inventory plan and image board. Lead a discussion on the opportunities and constraints. Community voting with dot stickers to evaluate community preferences. Prepare meeting **sign-in, agenda** and **meeting summary**.
- 2.04 **Concept Plans:**
Prepare three (3) color rendered **concept plans** at 1"=10' and two (2) **section drawings** at key locations for each concept. Prepare one (1) **image board** for each concept.
- 2.05 **Concept Plan Cost Estimates:**
Prepare preliminary concept-level **cost estimates** for each concept.
- 2.06 **Pre-Meeting Conference Call:**
Submit presentation materials to City and conduct **conference call** to finalize meeting presentation materials and strategies.
- 2.07 **Community Meeting #2:**
Present concept plans, cross sections, and image boards to the community. Solicit input and record comments on flipchart. Prepare meeting **sign-in, agenda** and **meeting summary**.
- 2.08 **Environmental Assistance:**
Assist the City with environmental exhibits, calculations and other supporting documentation (allowance of 20 hours). This task assumes the City will take the lead role in managing CEQA.
- 2.09 **Staff Meeting:**
Meet with City staff to review public comments. Schedule or drop a third community meeting from further consideration. **Meeting agenda and summary** will be provided.
- 2.10 **Revise Concept Plans:**
Update graphics and estimates in preparation for Parks & Recreation Commission Meeting or Community Meeting #3.
- 2.11 **Community Meeting #3 (additional service):**
Present revised concept plans, cross sections and image boards to community. Solicit input from community and record comments on flipchart. Prepare meeting **sign-in, agenda** and **meeting summary**.

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Part B – Parks & Recreation Commission Meeting

- 2.12 **Prepare Commission Meeting Materials:**
Compile *meeting materials* and submit to City staff for their use in preparing staff report.
- 2.13 **Parks & Recreation Commission Meeting:**
Attend and assist City staff with presentation. Provide responses to questions about the design or community input process. Solicit input and obtain direction on a preferred concept.

Part C – Council Meetings

- 2.14 **Preferred Concept:**
Prepare *preferred concept* and update cost estimate accordingly. Submit for City review.
- 2.15 **Prepare Council Meeting Materials:**
Compile *meeting materials* and submit to City staff for their use in preparing staff report.
- 2.16 **City Council Meeting:**
Attend and assist City staff with presentation. Provide responses to questions about the design or community input process. Allow for two (2) Council meetings and/or study session.

PHASE III: DESIGN DEVELOPMENT/CONSTRUCTION DOCUMENTS

- 3.01 **65% Submittal:**
Prepare *design development submittal* to 65% level of completion. Plans to be prepared at 1" = 20' and sheet sizes to be 24"x36" utilizing City standard title block. Provide seven (7) copies of the plans and technical specifications and a CD of the following:
- A. Site Improvements
- | | |
|---|---|
| 1. Cover sheet (1 sheet) | 10. Draft Construction details (4-5 sheets) |
| 2. Erosion control plan & details (1 sheet) | 11. Electrical Site Plan and details (2 sheets) |
| 3. Demolition plan (1 sheet) | 12. Draft Technical Specifications |
| 4. Grading & Drainage plan ¹ (1 sheet) | 13. Edit City standard front end provisions |
| 5. Site Construction Plan (1 sheet) | 14. Estimate of Probable Construction Costs |
| 6. Enlargement Plan(s) (1 sheet) | 15. Design Development Booklet: with materials, site furnishings, |
| 7. Irrigation Plan (1 sheet) | 16. Prepare draft Storm Water Pollution Prevention Plan (SWPPP) |
| 8. Landscape Documentation in compliance | |
| 9. Planting Plan (1 sheet) | |

¹C.3 threshold of 10,000 sf of impervious area created or replaced not anticipated for this project, but is listed as an additional service.

B. House Renovation (additional services)

- 3.02 **Permit Applications:**
Prepare *permit applications* as warranted for building department submittal.

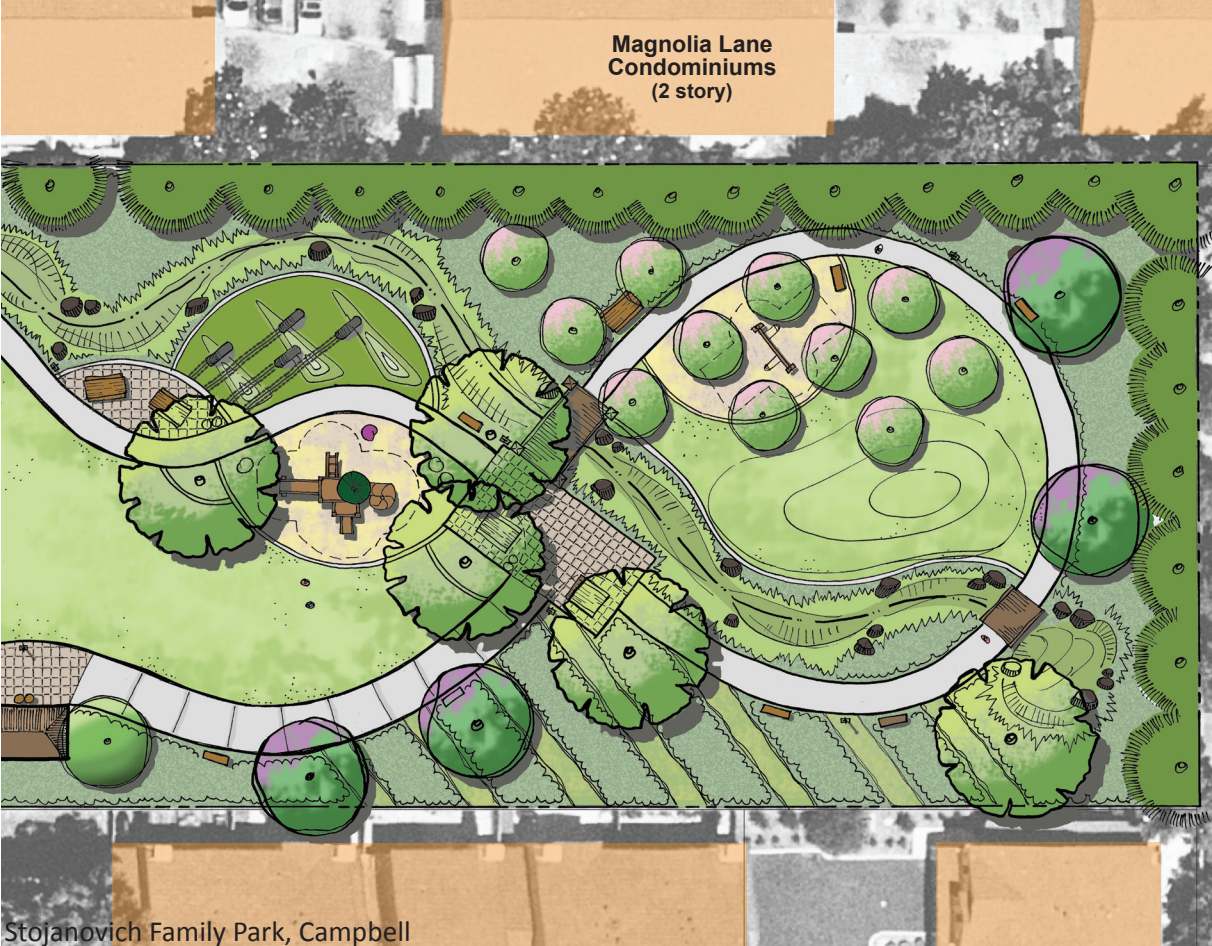
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- 3.03 **Staff Meeting:**
Meet with City staff to present, review, and receive comments on the 65% design development submittal. *Meeting agenda and summary* will be provided.
- 3.04 **95% Submittal:**
Develop materials noted previously to *95% completion*. Prepare draft bid form and Landscape Architect's Estimate of Bid Costs using bid form format. Submit seven (7) copies of the plans and technical specifications and a CD containing PDFs of each.
- 3.05 **Staff Meeting:**
Meet with City staff to present, review, and receive comments on the 95% design development submittal. *Meeting agenda and summary* will be provided.
- 3.06 **Draft 100% Submittal:**
Develop materials noted previously to *draft 100% complete bid documents*. Submit three (3) copies of the plans and technical specifications as well as a CD containing PDFs of each.
- 3.07 **Staff Meeting:**
Meet with City staff to present, review, and receive comments on the Draft 100% design development submittal. *Meeting agenda and summary* will be provided.
- 3.08 **Final 100% Submittal:**
Incorporate final City comments and develop *bid-ready documents*. Submit one (1) wet-signed copy and one (1) digital file of each of the construction plans, specifications, and construction cost estimate. The digital files for the "Final" 100 percent construction plans, technical specifications, and construction cost estimate shall be in AutoCAD 2014, Adobe PDF, Microsoft Word and Microsoft Excel, respectively.

Experience

Passive use parks fill a critical role in the community and we are fortunate to have had the opportunity to work on dozens of them at all scales. No two are alike but they do have common denominators. *Passive use parks accommodate a broader demographic.* Sensitivity to the diversity in age groups and desired uses is a must. *Passive use parks demand creativity.* The spaces are not circumscribed as they are at sports parks. Passive use parks, by virtue of being sited within the neighborhoods they serve, *must reflect a greater sensitivity to the immediate surroundings.*

Our recent experience on Stojanovich Family Park in Campbell has the greatest number of parallels to 771 N. Rengstorff and so it is particularly relevant to reference this park when speaking to our experience. The present-day Stojanovich park site was once used as a fruit drying facility owned and operated by the Stojanovich family. The family sold the last remaining parcel to the City at a great discount and with one caveat: the site had to be redeveloped into a neighborhood park. Much like 771 N. Rengstorff, the Stojanovich site is bounded by two-level apartments and townhomes and special consideration of these immediate neighbors was a significant design criterion to be considered in any concept we prepared.

Plans for the park deliberately played upon the history of the site. A historic fruit processing shed stood at the back of sidewalk along Union Avenue and presented a challenge with regards to obstructing access and sight lines into the proposed park. A Historic Structures Report was prepared by Mark Sandoval for use in determining the best course of action. It was determined that the best option was to salvage portions of the shed structure for re-purposing at the park site and City museum and demolish the rest.



The park accommodates users of all ages and abilities, with thematic play equipment linked by a meandering looped path. Much of the success of the project stems from how the outreach was handled and this success has informed the approach we propose for 771 N. Rengstorff. The community has embraced this facility because the community had a very active role in shaping it.

The success carried over into the working drawings where the sheer creativity of the prior phase could have presented significant challenges. Virtually all of the whimsical elements proposed during the concept phase were incorporated and the project really broke the mold with a seamless blend of custom and stock elements. The project has received numerous awards including a California Parks & Recreation Society “Project of the Year” award in 2012

Community gardens offer a wonderful opportunity for residents living in an urbanized area to grow their own fruits, vegetables and herbs. This type of passive use has tremendous potential at 771 N. Rengstorff given the site’s agrarian past. Our experience with designing community gardens tells us that it’s important to identify early in the process who is going to manage, maintain and participate in the community garden. And from a design and programming perspective, it’s also important to consider theft, vandalism, where water service is coming from, tools/materials storage, composting options, furnishings placement and signage.

These were all elements we considered at the J. Neely Johnson Community Garden in Sacramento. The garden is located within a larger City park bounded closely on two sides by residential neighborhoods. The fencing and gate design also factored in keyed access for garden members, City staff and material deliveries. The design provided accessible height planters for those unable to work at a lower raised bed.



Experience



Stojanovich Family Park, Campbell

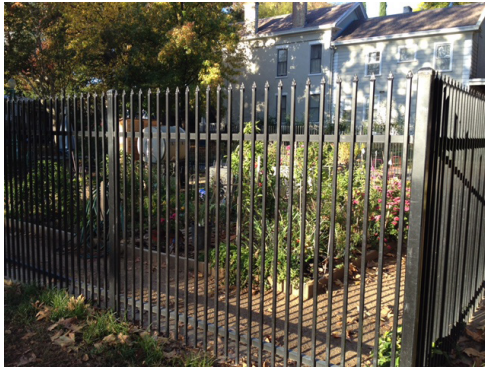
Known as ‘The Orchard City’, Campbell’s history is deeply connected to its agricultural origins. Through a substantial development process incorporating input from the community, City Council, Historic Preservation Board and Parks and Recreation Commission, and the Stojanovich family, Callander Associates developed a preferred plan that met everyone’s desire for a green, open neighborhood respite that told the story of local agriculture in a compelling and meaningful way for the entire community. Elements of the historic fruit processing shed that were originally on the site are now incorporated into an interpretive entry plaza to celebrate and recount the site’s history. Many custom features combine play with interpretive elements that tell the colorful “Seed to Table” story of Campbell’s agricultural history. In addition to unique play areas for active recreation, the naturalistic park design offers areas for passive recreation and relaxation. Low impact development principles include minimized impervious surfaces, on-site stormwater treatment, use of recycled materials, and retention of existing trees that provide privacy for neighbors and shade to the park.

Contact Reference:
Ed Arango
Principal Civil Engineer/Land Development
City of Mountain View
Land Development
(650) 903-6311
ed.arango@mountainview.gov

Project Duration:
2009-2011

Project Status:
Complete

Team:
Callander Associates (prime consultant)
M. Sandoval Architects
Zeiger Engineers



J. Neely Johnson Community Garden, Sacramento

J. Neely Johnson Park lies in one of the more established communities near downtown Sacramento. Callander Associates worked with the City and the Community to properly site the garden for maximum sun exposure, accessibility, and safety. The garden includes low beds, compost bins, ADA accessible planters and an automatic watering system.

One of the unique challenges was security. The residents were concerned with vandalism due to the high concentration of homeless in the area. The project included a six foot fence at the perimeter to secure the garden area.

Contact Reference:

Tin-Wah Wong,
Landscape Architect
City of Sacramento
Parks & Recreation
(916) 808-5540
TWongcityofsacramento.org

Project Duration:

2004-2006

Project Status:

Complete

Team:

Callander Associates

Experience



Sixth and William Street Park, San Jose

As part of an effort to improve this urban neighborhood, the City of San Jose acquired a key lot at the corner of Sixth and William Street for a neighborhood park. Building upon local interest in the new park design, Callander Associates facilitated several public meetings to ensure the park would be supported by and suit the needs of the community. The historic Victorian character of the neighborhood provided the park's theme. After producing several alternatives, the community agreed upon a final design. The design successfully emulates the Victorian architectural style of the surrounding homes through the use of a period style central gazebo, which provides a community gathering space and focal point for the park. A buffering lawn space with shaded seating areas creates opportunities for a variety of uses. The perimeter path uses decomposed granite to encourage casual walking, while acting as a positive restraint to skateboarders and more active users.

Contact Reference:
Jan Palajac,
Senior Landscape Architect
City of San Jose
(408) 535-8408
jan.palajac@sanjoseca.gov

Project Duration:
2002-2013

Project Status:
Complete

Team:
Callander Associates
Zeiger Engineers



The Stafford House, Los Altos

The property was listed on the city's local Historic Resource Inventory and represented a uniquely different and extremely important small residential project in Northern California. It was none the less threatened with demolition resulting from the sale of the property to a local merchant builder.

In 2005, the City of Los Altos, the Los Altos Community Foundation, and a group of citizens interested in preserving the local architectural history of the city joined together, to save this small structure. Due to the long narrow driveway that accessed the property from the street, it was not possible to move the building without segmenting it into sections so that it could be transported to its new building site at the Hillview Community Center several blocks away.

M. Sandoval Architects was responsible for the initial design of the building's temporary structural bracing system so that the segmented building could be safely transported, along with the original drawings and specifications for the project's full reconstruction, repair, and adaptive reuse.

Contact Reference:

Roy Lave
(650) 949-5908
neutrahouse.org

Project Duration:

2005-2006

Project Status:

Complete

Team:

M. Sandoval Architects

Legal Information and Conflict of Interest

Callander Associates, Inc. has not been involved in any litigation or lawsuits or been subject to any claim in the past two years.

I have carefully reviewed the legal information provided herein and attest that it is accurate



A. Mark Slichter, principal

11/06/14

Since 2011, Callander Associates has rendered services on the following projects in Santa Clara County:

Hitachi Vis Sims	Hitachi at Raleigh Road - Amenity Center
Pinewood School Improvements	Hitachi at Raleigh Road - Pod One
Sense of Place Plan	Hitachi at Raleigh Road - Models
Campbell Civic Center Master Plan	Hitachi at Raleigh Road - Private Streets
Supertex	Hitachi at Raleigh Road - Public Streets
450 National Avenue Rendering	3130 Zanker Courtyard Lawson Lane 2251
Alamitos Creek Bridge Replacement	Rose Orchard Entries and Courtyard
Cupertino Sports Court	Iron Construction HQ
Jackson Ave. Improvements	Hacienda Avenue
Hitachi Condos	West Evergreen Park
Central Campus Amenity Area CD's	Fair Oaks Over Head Bridge
S. Bascom Courtyard	Loyola Bridge Widening
Rose Orchard Amenity CD's	Stevens Creek BRT
Central Campus Amenity Areas	1001 Ridder
Old Mountain View/Alviso Bridge	3033 Scott Boulevard
Rose Orchard Amenity Areas	SC-AR BRT Final Design
CDM Butler Building	Creekside Park QSD Services
Coyote Creek Trail, Story to Phelan CDs	Oak Creek Business Park
110 Rose Orchard Entry	Permanente Creek Trail Feasibility Study
Branham Park Renovations	East Campbell Avenue Portals
Vista Montana 1 Acre Park	Commodore Park
3545 N. First Street	Lower Guadalupe / CM Services
Gilroy Townhomes	Vista Montana 5 Acre Park
Lawson Lane Courtyard	Morrison Park
Los Gatos Creek Trail R5B-C	Bay Trail Reach 9
Coyote Creek Trail - Story to Selma Olinder	Linda Vista Park '11
3300 Tasman Drive	CUHSD Bows Post Occupancy Services
3600 Peterson Way	Campbell Christian Schools
Las Palmas Playground Renovation	Zanker Campus
450 National	San Tomas Aquino Spur Trail
Hitachi at Raleigh Road - Pod Five	Hacienda Avenue
Hitachi at Raleigh Road - Pod Four	West Java #350
Hitachi at Raleigh Road - Pod Three	Scott Boulevard #2801
Hitachi at Raleigh Road - Pod Two	Linda Vista Accessibility Analysis
1860 Barber	

Since 2011, Callander Associates has provided services on one project in the City of Mountain View. We were subconsultant to NV5 on the **Permanente Creek Trail Feasibility Study**.

I have carefully reviewed the project list provided herein and attest that it is accurate



A. Mark Slichter, principal

11/06/14