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September 13, 2017

Mr. Peter Kampa- General Manager

Saddle Creek Community Services District

1000 Saddle Creek Drive

Copperopolis, CA 95228

Dear Mr. Kampa and CSD Board,

We are excited by the opportunity to help the Saddle Creek CSD Board, Community members and other undefined stakeholders to creatively and cost effectively re-image their most important and character defining component of their neighborhood- *"The Gated Entry Area and Common Entry Roadway."* We became aware of the project including timing, implementation challenges and critical perceptions of the current landscape condition during a site visit and on phone interviews. Participants included: Peter Kampa, Greg Hebard, Lora Warner, Don Kurtz and briefly with Sharon Burns.

Mr. Kampa has asked us to prepare a proposal to provide our expertise in navigating the next steps to help the Community and Board better understand the immediate as well as future challenges and opportunities regarding "what to do?" and "how to respond?" to the *"Entry Area"* calls for action. The outcome of our efforts will allow the Board to respond with a prudent decision for the long-term benefit of the Community. We can present the facts as well as provide vision to equip the Board with the necessary information to move quickly with their question on *"what to do?"*

The ORR Design Office, Inc. is a multi-discipline consulting and design firm that has celebrated their 26<sup>th</sup> year in 2017. Our main office is in Mid-Town Sacramento and we have a satellite office in Walnut Creek. Lead by Director of Design- Gary Orr, the firm has earned over 25 local, state and national awards for their work in Landscape Architecture, Building Design and Planning. Our Licensed professional staff has been with the firm an average of 10-15 years

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with direct experience that includes not only teaching design theory, but college instruction, hands-on building and construction, horticulture and nursery operations, specialized skills in drought and native plants, business and campus re-imaging and inspired ultra-detailed custom residential estates.

As a part of discussions with CSD General Manager, Peter Kampa, we have prepared a two-phase consulting relationship. The first (phase A) is listed below as items 1 thru 3 and is a “*pre-design and scope-assist*” assignment to help the Community navigate key decisions required to plan and budget for the project, to organize and manage an appropriate design vision, and to gain basic understanding of the recommended design and construction process in the months ahead. IMMEDIATLEY upon completion of Phase A, ORR Design will follow up with a cost proposal for Phase B (4, 5, 6, 7, 8) and proceed without delay in as expedited process as possible to complete the design and plans and (possibly prepare a “temporary” and interim solution) to triage the condition of the site until the project can begin construction in late winter/early spring of 2018.

As a part of phase A, ORR Design will attend three on-site meetings per (1,2 & 3 listed below) and prepare and present a preliminary site opportunity/constraint analysis with examples and exhibits (photos and drawings) that illustrate graphically the project challenges and opportunities. ORR Design will attempt to ‘educate’ the ‘Stakeholders’ while at the same time carefully listen and synthesize the stakeholder concerns, priorities and own visions for the project.

First Phase A steps below:

- 1. Project goals and objectives**
- 2. Board and committee discussions and strategies**
- 3. Community ‘stakeholder’ meetings**

**1. Project goals and objectives.** ORR to evaluate basic site conditions, obtain photos and brainstorm strategic project options A, B and C and prepare schematic design development scenarios for presentation and discussion.

- Identify project threats, opportunities and long-term challenges.
- Elicit Community priorities and of the project redesign and benefits/liabilities. Outline possible project strategic outcomes such as improved aesthetic and community image, operation and maintenance savings, compliance with local and state codes/restrictions, resource preservation, and stabilization of property values.
- Outline project development design options and exploration of project budget options for discussion and evaluation such as: a- “basic repair and minor modifications only as required”, b- “remove and replace all systems (irrigation/lighting/automation) with some existing plantings to remain, c-“all new systems, ‘model’ foothill landscape planting and design themes, and community image enhancing hardscape/softscape elements”  
(detailed project cost budgeting is not included in Phase A proposal, however, ORR Design will prepare schematic budget ranges to enable decision makers to proceed into the next Phase B scope of work)

**2. Summary presentation and meeting** with Community Committee, CSD Board/Management and Developer to discuss strategies, illustrate issues and evaluate options presented by ORR Design in #1 above.

**3. Assist in evaluation of Community ‘stakeholder’ comments and questions** received during the CSD led process. Elicit from Community “stakeholders” the desirability and acceptability of various project development options and aesthetic character opportunities. Attend one meeting of the CSD Board and Community to assist in the decision on whether to proceed with the project and the preferred development option, possible implementation phases/timing and specific locations within the Saddle Creek CSD that the project plan will include.

We have estimated our staffing hours for the above first phase (including travel time) as follows:

1. Principal Gary Orr-	20 hours	\$3700
Landscape Architect Karen Nece-	20	\$2600
2. Principal Gary Orr-	6	\$1110
3. Principal Gary Orr-	8	\$1480
Landscape Architect Karen Nece-	12	\$1560
<b>TOTAL PHASE A</b>		<b>\$10,450</b>

**PHASE B- SUMMARY OF NEXT STEPS**

4. Based upon outcome of #3 above, collect existing on-site information via a survey of exiting site, review of any existing planning documents, evaluate conditions of plant material, hardscape/signage, underground basic as-built infrastructure. Prepare project base mapping and plans to be used for development of designs and technical plans.
5. Based upon data collected in #3 and #4 above, develop a "Project Design Program" that finalizes the proposed project area, any phases, scope, quality, thematic design character, timelines and a projected budget with ranges.
6. Project Design (illustrative schematic plans and schematic cost estimates)
7. Final Design and Technical Plans (scaled digital plans/specifications, calculations, maintenance schedule)
8. Bidding and Construction Management (project bidding, contractor award assistance, follow-up and reviews of work for conformance to plans and specifications)

Thank You for your consideration,

A handwritten signature in black ink, appearing to read "Gary Orr", written in a cursive style.

Gary Orr, President and Director of Design

CLA #2621, LEED R, ASLA