



June 11, 2019

Mr. Robert J Miller  
M&M Property Management  
Indigo Lakes Community  
Coconut Creek, Florida

Re: ***Landscape Architectural Services Proposal***

Dear Robert,

Thank you again for the opportunity. As discussed below is our service proposal.

***PROJECT DESCRIPTION***

Street tree masterplan redesign of the perimeter roads abutting the 3 parcel that combined make up the Indigo Lakes Community. Evaluation and recommendation of street tree design and appropriate species selection/s to satisfy “Right Tree Right Place” guidelines and the recommendation/s of the City of Coconut Creek.

***SCOPE OF SERVICES***

**Site Analysis** – A site analysis will be conducted in order to inventory your existing vegetation and take any necessary measurements and/or photographs in order to produce a site plan that is as accurate as possible.

**Conceptual Design** - We will prepare an overall Conceptual Site Plan, which will illustrate our solutions to the exterior overall design. Our drawings will be in a hand drawn sketch format or 3D computer aided design and will clearly convey design intent. Drawings will illustrate the following:

- general aesthetic grading and mounding
- additional walkways, driveways and paths (if required)
- general landscape treatment to the immediate property
- other landscape features deemed appropriate

We will present the Conceptual Site Plan on site at a time that is convenient with your schedule. During the presentation, we will discuss the merits of the plan and any modifications you feel are necessary.

**Construction Documents** – This phase consists of detailed plan drawings in order to calculate the approximate amount of plant and landscape materials needed. As well, these drawings will serve as documents needed for permitting for the city if necessary.

**Construction Observation** - We will visit the site as needed, with prior notification, to observe the installation process and to assure that the materials and design specified in our drawings is of the same quantity and quality specified.

***DELIVERABLES***

**Conceptual drawings:**

- a) One (1) Master Concept Plan (with tree options)
- b) Landscape material image board

**Construction Documents:**

- a) One (1) Planting plan & plant list schedule
- b) One (1) Planting details and notes

***COMPENSATION***

*We would propose the following fees:*

Conceptual Designs for all areas:	\$8,000.00
Construction Documents:	
Landscape	\$4,500.00
Construction Observation & meeting times	<u>\$200.00/per hr.</u>
<b><u>Total</u></b>	<b>\$12,500.00 + Hourly</b>

***PAYMENT SCHEDULE***

A retainer of fifty (50%) (**\$6,250.00**) will be required before work is to commence. The remaining 50% will be billed as follows:

- 1. 25% upon completion and delivery of Conceptual Plans - \$3,125.00
- 2. 25% upon completion and delivery of Construction Documents- \$3,125.00

Construction Observation and meeting times will be billed on a bi-weekly basis as needed.

The following tasks are not part of the scope of services but may be included as additional services if requested by the Client. These services may include, but are not limited to:

- Additional Renderings in plan, elevation & perspectives.
- Services not specifically included within "Scope of Services"
- Soil, or other plant materials testing
- Irrigation Design
- Landscape lighting design
- Hardscape Design

***Items not included under the Landscape Architecture Scope of Services:***

- 1) *All structural calculations related to design elements developed by David Font Design (including the structural design of pools, spas and water features, structures) shall be performed by others and are not included in this agreement.*

If the above meets with your understanding and approval, you may authorize David Font Design to proceed by signing this proposal and returning it to our office (7551 Wiles Rd., Suite 105B, Coral Springs, FL 33067) along with the retainer.

Sincerely,



David Font, PLA, ASLA  
Principal  
David Font Design Inc.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_