



CITY OF WHEATLAND

CITY COUNCIL MEETING STAFF REPORT

October 27, 2020

SUBJECT: Council discussion and consideration regarding authorizing agreement with Melton Design Group (MDG) for on-call landscape architect and grant support services for park and recreation facility projects

PREPARED BY: Jim Goodwin

Recommendation

Approve agreement with Melton Design Group (MDG) for on-call landscape architect and grant support services for park and recreation facility projects and direct the City Manager to sign.

Background/Discussion

In 2018 voters in the State of California approved Proposition 68, the Parks and Water Bond Act of 2018. Among the many components of the measure is the provision for distribution of funds to cities and counties on a per capita basis. The Per Capita Funding Program originally was expected to make a minimum of \$200,000 available to California cities. Final regulations released for the program reduced that amount to \$177,975. Projects that do not serve a severely disadvantaged community require a 20% match. Staff does not anticipate that Wheatland will meet the disadvantaged community requirements and will be subject to the match provision.

In addition, one year has already passed on our 7-year timeline to construct a community swimming pool. The City needs to continue pursuing grant possibilities for this project. Additional Prop 68 grant opportunities are anticipated.

In September, the City Council approved release of a Request for Qualifications (RFQ) to identify a firm to assist the city with potential projects. The City received five responses from firms. The responses were reviewed and rated by staff and Melton Design Group (MGD) is being recommended for contract primarily because of the experience of the MGD team and the firm's familiarity with Wheatland parks based on prior work. As you may recall, last year MGD assisted with developing proposed projects and grant application materials for the anticipated funds Prop 68 funds. MGD's qualifications statement is attached for your review.

The proposed agreement with MGD is for on-call services to assist with grant applications, and if funds are awarded, complete project design and project management. The agreement is for five years. All work to be performed under the contract will require a Task Order that defines the scope of the project and a "not to exceed" amount for the proposed work. Fees charged would be according to the fee schedule included in the agreement.

Alternatives

The City Council may choose not to contract with MDG.

Fiscal Impact

There is no direct fiscal impact. Any Task Order for work under this agreement would be within the parameters of the adopted budget or, if outside the City Manager's budget authority, approved by the City Council.

Attachments

1. Agreement with Melton Design Group (MGD)
2. MGD Statement of Qualifications

**City of Wheatland
Services Agreement**

This Agreement is entered into as of the date last signed and dated below by and between City of Wheatland, a municipality ("City"), and Melton Design Group, Inc., a (a California Corporation), who agree as follows:

1 Scope of Work

Contractor shall perform the work and render the services described in the attached Exhibit A (the "Work"). Contractor shall provide all labor, services, equipment, tools, material, and supplies required or necessary to properly, competently and completely perform the Work. Contractor shall determine the method, details, and means of doing the Work.

2 Payment

2.1 City shall pay to Contractor a fee based on *[check one]*:

Contractor's time and expenses necessarily and actually expended or incurred on the Work in accordance with Contractor's fee schedule on the attached Exhibit A.

The fee arrangement described on the attached Exhibit A.

There shall be no compensation for extra or additional work or services by Contractor unless approved in advance in writing by City. Contractor's fee includes all of Contractor's costs and expenses related to the Work.

2.2 At the end of each month, Contractor shall submit to City an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), payment due, and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, City shall pay the invoice within 30 days of its receipt.

3 Term

3.1 This Agreement shall take effect on the above date and continue in effect until completion of the Work, unless sooner terminated as provided below. Time is of the essence in this Agreement. If Exhibit A includes a Work schedule or deadline, then Contractor must complete the Work in accordance with the specified schedule or deadline, which may be extended by City for good cause shown by Contractor. If Exhibit A does not include a Work schedule or deadline, then Contractor must perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

3.2 This Agreement may be terminated at any time by City upon 10 days advance written notice to Contractor. In the event of such termination, Contractor shall be fairly compensated for all work performed to the date of termination as calculated by City based on

the above fee and payment provisions. Compensation under this section shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Contractor's claimed benefit of the bargain.

4 Professional Ability of Contractor

4.1 Contractor represents that it is specially trained and experienced, and possesses the skill, ability, knowledge, and certification, to competently perform the Work provided by this Agreement. City has relied upon Contractor's training, experience, skill, ability, knowledge, and certification as a material inducement to enter into this Agreement. All Work performed by Contractor shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Contractor's field.

4.2 Intentionally omitted.

5 Conflict of Interest

Contractor (including principals, associates and professional employees) represents and acknowledges that (a) it does not now have and shall not acquire any direct or indirect investment, interest in real property or source of income that would be affected in any manner or degree by the performance of Contractor's services under this agreement, and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Contractor is not a designated employee within the meaning of the Political Reform Act and City's conflict of interest code because Contractor will perform the Work independent of the control and direction of the City or of any City official, other than normal contract monitoring, and Contractor possesses no authority with respect to any City decision beyond the rendition of information, advice, recommendation or counsel.

6 Contractor Records

6.1 Contractor shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and invoice preparation and support for a minimum period of three years (or for any longer period required by law) from the date of final payment to Contractor under this Agreement. City may inspect and audit such books and records, including source documents, to verify all charges, payments, and reimbursable costs under this Agreement.

6.2 In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the California State Auditor for three years following final payment under the Agreement.

7 Ownership of Documents

All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Contractor under this Agreement and provided to City ("Work

Product”) shall be the property of City, and City shall have the rights to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Contractor or any other party. Contractor may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Contractor shall not provide any Work Product to any third party without City’s prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, Contractor may copyright the same, except that, as to any Work Product that is copyrighted by Contractor, City reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If City reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then City shall hold Contractor harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to City in paper format, upon request by City at any time (including, but not limited to, at expiration or termination of this Agreement), Contractor agrees to provide the Work Product to City in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet file, AutoCAD file).

8 Confidentiality of Information

8.1 Contractor shall keep in strict confidence all confidential, privileged, trade secret, and proprietary information, data and other materials in any format generated, used or obtained by the City or created by Contractor in connection with the performance of the Work under this Agreement (the “Confidential Material”). Contractor shall not use any Confidential Material for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by City. Contractor also shall not disclose any Confidential Material to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by City. If there is a question if Confidential Material is protected from disclosure or is a public record or in the public domain, the party considering disclosure of such materials shall consult with the other party concerning the proposed disclosure.

8.2 Contractor, and its officers, employees, agents, and subcontractors, shall at all times take all steps that are necessary to protect and preserve all Confidential Material. At no time shall Contractor, or its officers, employees, agents, or subcontractors in any manner, either directly or indirectly, use for personal benefit or divulge, disclose, or communicate in any manner, any Confidential Material to any person or entity unless specifically authorized in writing by the City or by order of a court or regulatory entity with jurisdiction over the matter. Contractor, and its officers, employees, agents, and subcontractors shall protect the Confidential Material and treat it as strictly confidential in accordance with applicable law, City policies and directives, and best industry security practices and standards.

8.3 If any person or entity, other than City or Contractor, requests or demands, by subpoena, discovery request, California Public Records Act request or otherwise, Confidential Material or its contents, the party to whom the request is made will immediately notify the other party, so that the parties may collectively consider appropriate steps to protect the

disclosure of those materials. The parties agree to take all steps reasonably necessary to preserve the confidential and privileged nature of the Confidential Material and its content. In the event that the parties cannot agree whether to oppose or comply with a disclosure demand, the opposing party may oppose the demand at its sole cost and expense, in which event the party favoring disclosure will refrain from disclosing the demanded Confidential Material until such time as a final agreement regarding disclosure is reached or, if an agreement is not reached, a judicial determination is made concerning the demand.

8.4 Unless otherwise directed in writing by the City, upon contract completion or termination, Contractor must destroy all Confidential Materials (written, printed and/or electronic) and shall provide a written statement to the City that such materials have been destroyed.

9 Compliance with Laws

9.1 General. Contractor shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Contractor shall possess, maintain, and comply with all federal, state, and local permits, licenses and certificates that may be required for it to perform the Work. Contractor shall comply with all federal, state, and local air pollution control laws and regulations applicable to the Contractor and its Work (as required by California Code of Regulations title 13, section 2022.1). Contractor shall be responsible for the safety of its workers and Contractor shall comply with applicable federal and state worker safety-related laws and regulations.

9.2 California Labor Code Compliance for Pre- and Post-Construction Related Work and Maintenance.

9.2.1 This section 9.2 applies if the Work includes either of the following:

9.2.1.1 Labor performed during the design and pre-construction phases of construction, including, but not limited to, inspection and land surveying work, and labor performed during the post-construction phases of construction, including, but not limited to, cleanup work at the jobsite. (See California Labor Code section 1720(a).) If the Work includes some labor as described in the preceding sentence and other labor that is not, then this section 9.2 applies only to workers performing the pre-construction and post-construction work.

9.2.1.2 "Maintenance" work, which means (i) routine, recurring and usual work for the preservation, protection and keeping of any City facility, plant, building, structure, utility system or other property ("City Facility") in a safe and continually usable condition, (ii) carpentry, electrical, plumbing, glazing, touchup painting, and other craft work designed to preserve any City Facility in a safe, efficient and continuously usable condition, including repairs, cleaning and other operations on City machinery and equipment, and (iii) landscape maintenance. "Maintenance" excludes (i) janitorial or custodial services of a routine, recurring or usual nature, and (ii) security, guard, or other protection-related services. (See California Labor Code section 1771 and 8 California Code of Regulations section 16000.) If the Work includes some "maintenance" work and other work that is not "maintenance," then this section 9.2 applies only to workers performing the "maintenance" work.

9.2.2 Contractor shall comply with the California Labor Code provisions concerning payment of prevailing wage rates, penalties, employment of apprentices, hours of work and overtime, keeping and retention of payroll records, and other requirements applicable to public works as may be required by the Labor Code and applicable state regulations. (See California Labor Code division 2, part 7, chapter 1 (sections 1720-1861), which is incorporated in this Agreement by this reference.) The state-approved prevailing rates of per diem wages are available at <http://www.dir.ca.gov/oprl/DPreWageDetermination.htm>. Contractor also shall comply with Labor Code sections 1775 and 1813, including provisions that require Contractor to (a) forfeit as a penalty to City up to \$200 for each calendar day or portion thereof for each worker (whether employed by Contractor or any subcontractor) paid less than the applicable prevailing wage rates for any labor done under this Agreement in violation of the Labor Code, (b) pay to each worker the difference between the prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof for which the worker was paid less than the prevailing wage, and (c) forfeit as a penalty to City the sum of \$25 for each worker (whether employed by Contractor or any subcontractor) for each calendar day during which the worker is required or permitted to work more than 8 hours in any one day and 40 hours in any one calendar week in violation of Labor Code sections 1810 through 1815.

9.2.3 If the Work includes labor during pre- or post-construction phases as defined in section 9.2.1.1 above and the amount of the fee payable to Contractor under section 2 of this Agreement exceeds \$25,000, Contractor must be registered and qualified to perform public work with the Department of Industrial Relations pursuant section 1725.5 of the Labor Code.

Contractor's Public Works Contractor Registration Number: 1000055284

9.2.4 If the Work includes maintenance as defined in section 9.2.1.2 above and the amount of the fee payable to Contractor under section 2 of this Agreement exceeds \$15,000, Contractor must be registered and qualified to perform public work with the Department of Industrial Relations pursuant section 1725.5 of the Labor Code.

Contractor's Public Works Contractor Registration Number: 1000055284

9.3 Contractor may perform some of the Work pursuant to funding provided to the City by various federal and/or state grant and/or loan agreement(s) that impose certain funding conditions on City and its sub-recipients (the "Funding Conditions"). For any such Work, if City informs Contractor about the Funding Conditions, then Contractor agrees to determine, comply with and be subject to the Funding Conditions that apply to City's Contractors and contractors performing the Work, including, but not limited to, provisions concerning record keeping, retention and inspection, audits, state or federal government's right to inspect Contractor's work, nondiscrimination, workers' compensation insurance, drug-free workplace certification, and, compliance with the Americans with Disabilities Act and related State laws.

10 Indemnification.

10.1 Contractor shall indemnify, defend, protect, and hold harmless City, and its officers, employees and agents ("Indemnitees") from and against any claims, liability, losses, damages and expenses (including attorney, expert witness and Contractor fees, and litigation

costs) (collectively a "Claim") that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor or its employees, agents or subcontractors. The duty to indemnify, including the duty and the cost to defend, is limited as provided in this section. However, this indemnity provision will not apply to any Claim arising from the sole negligence or willful misconduct of City or its employees or agents. Contractor's obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

10.2 This section 10.2 applies if the Contractor is a "design professional" as that term is defined in Civil Code section 2782.8. If a court or arbitrator determines that the incident or occurrence that gave rise to the Claim was partially caused by the fault of an Indemnitee, then in no event shall Contractor's total costs incurred pursuant to its duty to defend Indemnitees exceed Contractor's proportionate percentage of fault as determined by a final judgment of a court or final decision of arbitrator.

11 Insurance

Types & Limits. Contractor at its sole cost and expense shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

<i>Type</i>	<i>Limits</i>	<i>Scope</i>
Commercial general liability	\$2,000,000 per occurrence & \$4,000,000 aggregate	at least as broad as ISO CG 0001
Automobile liability	\$1,000,000 per accident	at least as broad as ISO CA 0001, code 1 (any auto)
Workers' compensation	Statutory limits	
Employers' liability	\$1,000,000 per accident	
Professional liability*	\$1,000,000 per claim	

*Required only if Contractor is a licensed engineer, land surveyor, geologist, architect, doctor, or attorney.

11.1 Other Requirements. The general and automobile liability policy(ies) shall be endorsed to name City, its officers, employees, volunteers, and agents as additional insureds regarding liability arising out of the Work. Contractor's coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. City's insurance or self-insurance, if any, shall be excess and shall not contribute with Contractor's insurance. Each insurance policy shall be endorsed to state that coverage shall not be canceled, except after 30 days (10 days for non-payment of premium) prior written notice to City. Insurance is to be placed with admitted insurers with a current A.M. Best's rating of A-: VII or better unless otherwise acceptable to City. Workers' compensation insurance issued by the State Compensation Insurance Fund is acceptable. Contractor agrees to waive subrogation that any insurer may acquire from Contractor by virtue of the payment of any loss relating to the Work. Contractor agrees to obtain any endorsement that may be necessary to implement this subrogation waiver. The workers'

compensation policy must be endorsed to contain a subrogation waiver in favor of City for the Work performed by Contractor.

11.2 **Proof of Insurance.** Upon request, Contractor shall provide to City the following proof of insurance: (a) certificate(s) of insurance evidencing this insurance; and (b) endorsement(s) on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s), and certifying the additional insured coverage.

12 General Provisions

12.1 **Entire Agreement; Amendment.** The parties intend this writing to be the sole, final, complete, exclusive, and integrated expression and statement of the terms of their contract concerning the Work. This Agreement supersedes all prior oral or written negotiations, representations, contracts, or other documents that may be related to the Work, except those other documents (if any) that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and signed by both parties.

12.2 **Independent Contractor.** Contractor's relationship to City is that of an independent contractor. All persons hired by Contractor and performing the Work shall be Contractor's employees or agents. Contractor and its officers, employees and agents are not City employees, and they are not entitled to City employment salary, wages, or benefits. Contractor shall pay, and City shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Contractor's employees. Contractor shall, to the fullest extent permitted by law, indemnify City, and its officers, employees, volunteers and agents from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the federal Internal Revenue Service, California Franchise Tax Board, other federal or state agency, or court concerning Contractor's independent contractor status or employment-related liability.

12.3 **Subcontractors.** No subcontract shall be awarded, nor any subcontractor engaged by Contractor without City's prior written approval. Contractor shall be responsible for requiring and confirming that each approved subcontractor meets the minimum insurance requirements specified in section 11 of this Agreement. Any approved subcontractor shall obtain the required insurance coverages and provide proof of same to City in the manner provided in section 11 of this Agreement.

12.4 **Assignment.** This Agreement and all rights and obligations under it are personal to the parties. The Agreement may not be transferred, assigned, delegated or subcontracted in whole or in part, whether by assignment, subcontract, merger, operation of law or otherwise, by either party without the prior written consent of the other party. Any transfer, assignment, delegation, or subcontract in violation of this provision is null and void and grounds for the other party to terminate the Agreement.

12.5 **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by City to Contractor shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

12.6 **Severability.** If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

12.7 **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where City's office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

12.8 **Notice.** Any notice, demand, invoice or other communication required or permitted to be given under this Agreement must be in writing and delivered either (a) in person, (b) by prepaid, first class U.S. mail, (c) by a nationally-recognized commercial overnight courier service that guarantees next day delivery and provides a receipt, or (d) by email with confirmed receipt. Such notices, etc. shall be addressed as follows:

City:

City of Wheatland
Attn: Jim Goodwin
City of Wheatland, 111 C Street, Wheatland, CA 95692
E-mail: jgoodwin@wheatland.ca.gov

Contractor:
Melton Design Group, Inc.
Attn: Patrick Farrar
Lead Contact, Project Manager
E-mail: Patrick@meltondg.com

Notice given as above will be deemed given (a) when delivered in person, (b) three days after deposited in prepaid, first class U.S. mail, (c) on the date of delivery as shown on the overnight courier service receipt, or (d) upon the sender's receipt of an email from the other party confirming the delivery of the notice, etc. Any party may change its contact information by notifying the other party of the change in the manner provided above.

12.9 **Signature Authority.** Each party warrants that the person signing this Agreement is authorized to act on behalf of the party for whom that person signs. The Parties may execute and deliver this Agreement and documents necessary to perform it, including task orders and amendments, in any number of original or facsimile counterparts. When each Party has signed and delivered at least one counterpart to the other Party, each counterpart shall be deemed an original and, taken together, the counterparts shall constitute one and the same document, which shall be binding and effective.

City of Wheatland:

Dated: _____

By: _____

Jim Goodwin
City Manager

Melton Design Group, Inc.:

Dated: 10/22/2020


By: 
Greg Melton, PLA, LEED, CPRS
Principal/CEO

EXHIBIT 1
SCOPE OF WORK

This agreement is for "On Call" services related to park, recreational and other open space facilities in the City of Wheatland.

Work performed under this agreement shall be evidenced by a Task Order signed by the City Manager that defines the individual task and states the not-to-exceed charges for the services performed.

Charges for all work completed during the term of the agreement will be according to the fee schedule attached.



MELTON DESIGN GROUP, INC.

TEAM SCHEDULE OF RATES

MDG PERSONNEL

Principal Landscape Architect	\$170.00 / hour
Project Manager	\$136.00 / hour
Irrigation Specialist	\$125.00 / hour
GIS Specialist	\$113.00 / hour
Graphic Designer	\$107.00 / hour
Drafting Technician I	\$ 87.50 / hour
Administration	\$ 75.00 / hour

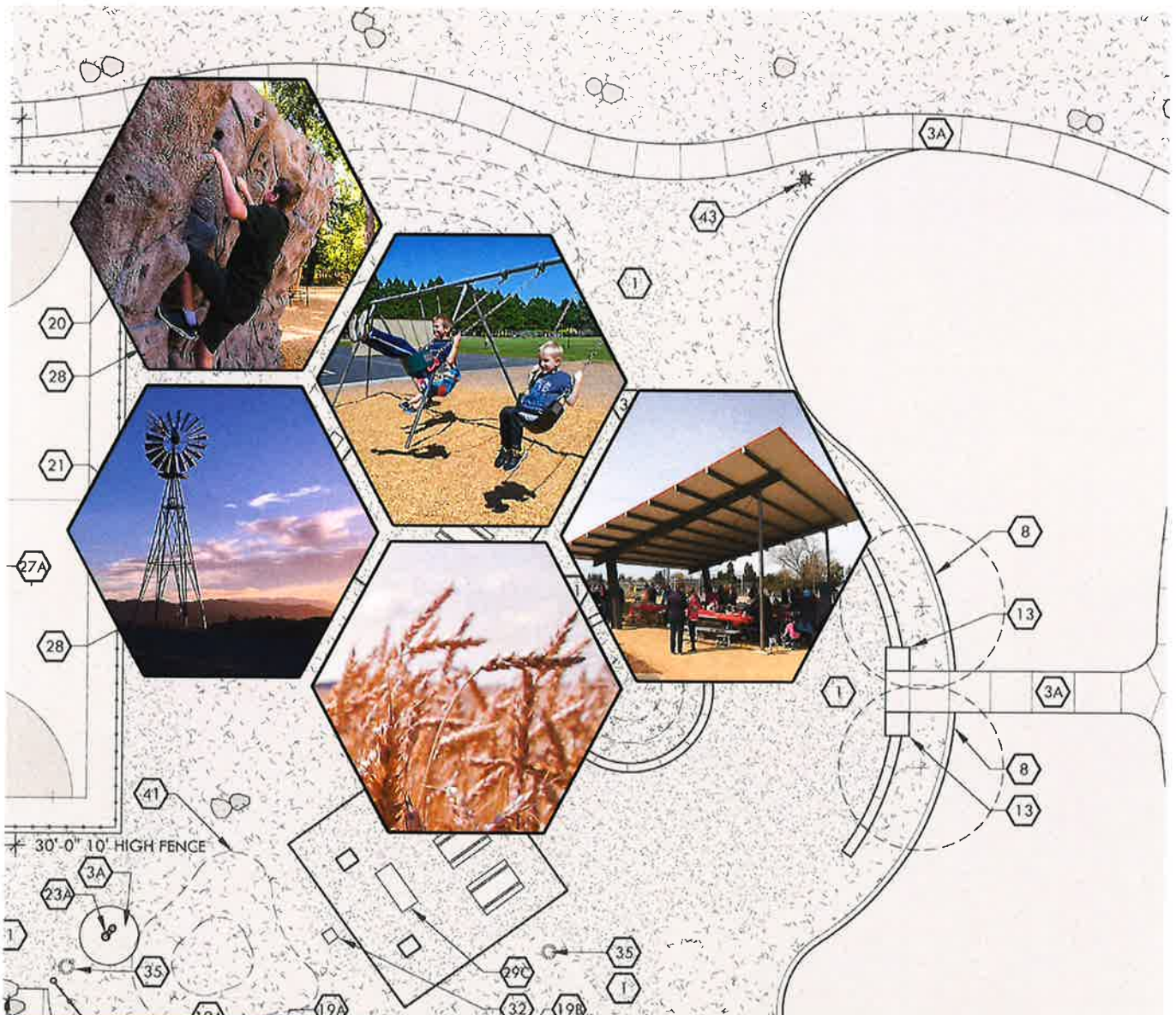
LACO PERSONNEL

Planning Principal	\$180.00 / hour
Economic Development Specialist (Grant Writing)	\$108.00 / hour

REIMBURSABLE EXPENSES

Black & White 24x36 Print	\$ 5.10 each
Black & White 30x42 Print	\$ 7.44 each
Color 24x36 Print	\$27.48 each
Color 30x42 Print	\$39.20 each
Premium Color Glossy Plan Print	\$59.50 each
Foam Core 24" x 36"	\$12.50 each
Foam Core 30" x 42"	\$15.00 each
B & W Copies, 8.5 X 11	\$.29 each
B & W Copies, 11 X 17	\$.52 each
Color Copies 8.5 x 11	\$ 1.29 each
Color Copies 11 X 17	\$ 2.37 each
Binding Covers 8.5 x 11	\$ 2.88 each
Binding Covers 11 x 17	\$ 5.77 each
Flash Drive	\$ 8.00 each
Overnight Mail	Cost Plus 15%
Courier	Cost Plus 15%
Photography	Cost Plus 15%
Soils Analysis	Cost Plus 15%
Travel / Automobile	.60 per mile

NOTE: Fees will be adjusted after December 31, 2022



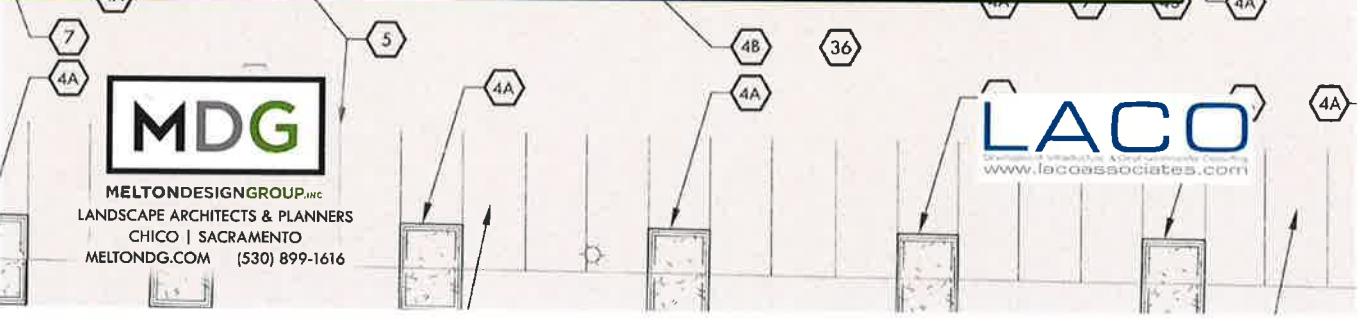
MELTON DESIGN GROUP, Inc.

STATEMENT OF QUALIFICATIONS

LANDSCAPE ARCHITECT / GRANT WRITING SERVICES
For: City of Wheatland
Submitted: September 30, 2020



MELTONDESIGNGROUP, INC.
LANDSCAPE ARCHITECTS & PLANNERS
CHICO | SACRAMENTO
MELTONDG.COM (530) 899-1616



September 30, 2020

Attn: City of Wheatland - Jim Goodwin - City Manager
111 C Street, Wheatland, CA 95692
JGoodwin@wheatland.ca.gov
530-633-2761

Re: Request for Proposals for Landscape Architect and Grant Writing Services

From: Melton Design Group, Inc.
1930 G Street, Sacramento, CA 95811
820 Broadway Street, Chico, CA 95928

Contact: Lead Contact, Project Manager: Patrick Farrar, 530-899-1616, Patrick@meltondg.com
Principal: Greg Melton, 530-518-7593,
Greg@meltondg.com



Fresno – Quigley Park Master Plan

Dear Selection Committee,

Melton Design Group is pleased to submit this Statement of Qualifications to provide services for the study of your park amenities and future options along with Landscape Architectural and Grant Writing services. As a firm that is recognized for our park and recreation design strategies, we look forward to working with a community that is growing and looking to the future with recreation as a priority. We are currently ready to take on this scope and meet the December timelines.

We appreciate you taking the time to review and consider the enclosed information, highlighting our Team's qualifications. Our Team's staff has worked closely with many cities and recreation districts throughout California and is well-versed in municipal design policies, codes and issues that affect small communities, along with providing grant writing services. Both MDG & LACO's funding development team has secured tens of millions of dollars in funding for capital improvement and community facility projects, disaster preparedness, environmental restoration and social service programs over the last five years for municipalities, special districts and non-profits.

Your goals for moving forward as a community are valid and look into the future; the MDG/LACO Team would like to be a part of that growth. We can help provide the following end results:

- Establish new park lands with existing space for future expansion in the core.
- Establish a sustainable community with complete amenities for all ages.
- A place that captures the natural beauty of its environment and landscape for public enjoyment.
- Friendly and welcoming recreation facilities and programs that are inclusive, both in terms of education and recreation.

Melton Design Group and LACO will be a great asset to the District and together we will create a better life for the people of Wheatland. We provide expert, responsive services on all our projects and look forward to hearing from you. If you have any questions, please do not hesitate to call.

Best Regards,

Greg Melton, PLA, LEED, CPRS
Principal/CEO



1930 G STREET, SACRAMENTO, CA 95811 – 916-754-2153
820 BROADWAY STREET, CHICO, CA 95928 – 530-899-1616
MELTONGROUP.COM

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*Firm
Qualifications
and Experience*

1 | FIRM QUALIFICATIONS and EXPERIENCE

Melton Design Group (MDG) was formed in 2010 by local Landscape Architect and Recreation Planning professional, Greg Melton, and has offices in Chico and Sacramento. Greg and the Design Group of 10 professionals and office staff has worked closely with communities throughout Northern California over the past 25 years and continues this tradition of providing clients with the highest quality of licensed landscape architectural services in California and Nevada.



RANGE OF EXPERIENCE

Experience throughout these diverse areas has enabled MDG to lead public and private clients through the complete project scope of services from vision planning and grant funding to construction documents, permits and construction administration.



Melton Design Group provides a range of experience that will provide the skills necessary to complete your project well beyond expectations:

- ~ Community Design
- ~ Public-Private Interface
- ~ Public Open-Space Venues
- ~ Adventure Play Systems
- ~ Open-Space Trail Systems
- ~ Public Outreach



ASSESSMENTS and DESIGN

As landscape architects and planners, we strive to improve communities' recreation and social engagements through creating opportunities that promote community, the natural environment and education. A good example is the park assessment and recreation planning we are currently performing for the **Paradise Parks and Recreation District**. After the Camp Fire, the mountain community needed help to recreate new exciting recreation uses for people to come back to. We saw the opportunity to make the Ridge in Paradise a destination recreation community. Our new park designs, and trail connectivity are focused on providing great family recreation along with attracting adventure seekers from the region. This approach is going to make Paradise an attraction for not only adventure but healthy lifestyles.



Establishing a design that meets grant requirements is a key part of the process and success. Whether it be private or public dollars, it is crucial to plan with the result in mind. This means the growth and planning needs to be sustainable and that it will create a successful community.

We consider each project a unique canvas from which to create something special and cherished for generations to come. Creating special recreation spaces is our focus, built upon a strong foundation of community and sustainable environments.



CLIENT SERVICES

MDG is skilled at providing a wide range of client services throughout the life of any project including feasibility studies, planning services and construction documentation. Other services include, but are not limited to:

- ✦ Site Analysis and Use Selection
- ✦ Grant Identification and Applications
- ✦ Facilitate Public and Board Workshops
- ✦ Site Master Planning, Costs and Graphics
- ✦ Research, Outreach and Investigations
- ✦ Photo Simulations / 3D Modeling Animation
- ✦ CEQA / NEPA EIR Coordination
- ✦ Evaluation and Analyses of Facilities
- ✦ Public and Private Funding
- ✦ Code Compliance and Guidelines
- ✦ Public Agency Presentations
- ✦ Construction Drawings and Details
- ✦ Contract Documents and Specifications
- ✦ Storm Water Pollution Prevention Plans (SWPPP)
- ✦ Construction Negotiating and Bidding
- ✦ Construction Observation and Administration
- ✦ LEED and SITES Certification
- ✦ Construction Standards and Building Codes
- ✦ Final Project Certification approval

AWARDS

MDG is proud to be recognized by public and professional agencies for a wide range of projects and community outreach.



2018 American Society of Civil Engineers
Sacramento Chapter - Outstanding Urban or Land
Development Plan of the Year



Butte County Administration Center
2018 ASCE Outstanding Urban
or Land Development Plan of the Year

2014 American Society of Landscape Architects
Sierra Chapter
Honor and Merit Awards
Parks/Open Space and Rehabilitation/Mitigation



Verbena Fields Habitat Restoration
2009 ASIC National Excellence in Irrigation
2014 ASLA Open Space and Rehabilitation

2009 California Redevelopment Association
Award of Excellence in Public Spaces

2007, 2008 and 2009
American Society of Irrigation Consultants
National Excellence in Irrigation Honor Award

2007 Chico Economic Planning Corporation
Community Vitality Award

2005 California Parks & Recreation Society
Award for Facility Design and Park Planning



Chico City Plaza
2009 CRA Excellence in Public Spaces



MDG / LACO – THE RIGHT FIT FOR YOUR COMMUNITY

With MDG offices in Sacramento and Chico, and LACO offices in Chico, Eureka, Ukiah, Santa Rosa and Fort Bragg, we've worked with a diverse mix of public agencies and private developments that have come to know the collective value of our innovative, creative and sustainable design and planning. Many of our clients are smaller communities and districts like Wheatland. We understand that our planning has to not only provide uses but also create income. We understand the limited funds available for planning and for maintenance. When we plan, we look at:

- ~ What is the best use of our type of lands and what lands are available to us?
- ~ How are we going to gain value from our planning and design?
- ~ What is the daily and long-term deferred maintenance on these new facilities?
- ~ Do these elements attract the right users we want in our community?
- ~ Does future development add synergy of our lifestyle and economic base?



These questions and many more are vetted through our process; we really look at the big picture of a community. Our goal as recreation planners is to analyze your previous planning documents, gain understanding of your people and their needs, create concepts and make assessments of your community to create a great lifestyle.

The MDG Team provides several qualities that make us favorable to work with. We look at planning to create a type of culture and community that will enhance the quality of living. We assess the social, physical, educational, sustainable and economical aspects of your community and we integrate these into your design and planning.

PARK DESIGN, RECREATION and THE SOCIAL LANDSCAPE

MDG has coined the phrase “The Social Landscape” because that is a big part of what parks and open spaces provide. They create experiences that are everlasting, and we strive to make a memorable experience for the children, adults and seniors who may visit your park.

We look to include elements that allow people to connect, to meet others and to provide something unique. Events in the park bring people together. By developing social interaction for users, **we generate memories.**

Our designs, use of materials and identification of the natural environment create spaces that foster experiences and engagement. They offer the opportunity for teens and adults to drop their guard and engage with each other, to share the unifying element of nature and maybe a story or idea.

The following are some key elements of our design process and aspects that are important to a successful park.



Quigley Park is a complete renovation and scored high for the Proposition 68 - 2019



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EDUCATIONAL and INTERPRETIVE LANDSCAPES

Interpretive education in landscapes can be anything from subtle forms in plant layouts and hardscapes to dramatic structures or a simple interpretive panel. There is an appropriate application for each method and our staff is adept and creative in applying them to a project. One of the Core Values at MDG is Innovation and Inspiration. We strive to create something unique with each project and incorporate elements of a community's history, culture and geography.



MDG incorporated many levels of Chico's history, culture and geography at Chico City Plaza,

SUSTAINABLE DESIGN

With LEED and SITES professionals on staff, MDG is experienced in providing creative and responsible design solutions; up-to-date specifications in recycled and green building materials, water-efficient irrigation design, storm water capture and native plant utilization to provide a hardy, low-water use landscape that blends in with the local ecosystem, is sustainable and is easily maintained. Carbon Sequestration and Green House Gas reduction is an important part of our parks and grant applications. We strive to implement all these strategies in all our projects.



Native plant palette designed to have no irrigation after three years
Verbena Fields, Butte County

THE NEW AESTHETIC

With "sustainability" being an integral and necessary part of our culture today, it is exciting to see cities and districts that promote the Sustainable Sites Initiative. This initiative is similar to MDG's goals – to create what we call the "New Aesthetic" or the new "green" that is shifting to more natural and native areas, with only the functional and high-use areas being turf. These new natural open spaces can be used to capture the culture of the lands prior to development, showing open grasslands or oak woodlands, etc. that preceded them. There are always great opportunities to preserve some of the rich history and nature of a community.

GRANT WRITING

For rural areas, grants can serve as a vital source of funding, allowing agencies to complete projects that would otherwise not be possible. MDG and LACO recognize that many of the projects that their expertise can support need outside funding to become reality; therefore, our Team has made your project a priority. LACO's funding and grant development team has secured tens of millions of dollars in funding for capital improvement and community facility projects, disaster preparedness, environmental restoration and social service programs over the last five years for municipalities, special districts and non-profits. MDG has worked with several small agencies relating to millions in grant funding through the Proposition 68 programs.

MDG and LACO supported the grant applications in 2019 at several locations:

- Riverfront Park, Red Bluff,
- Bohemian Park, Sacramento,
- Quigley Community Park, Fresno
- Eastside Community Park, Kerman
- Land and Water, Clearlake
- Durable Collaboration Grant, Mendocino
- Mendocino County Resource Conservation District
- Sustainable Agricultural Lands Planning Grant
- Coast Resource Conservation District

Specifically, MDG worked directly with the City of Wheatland earlier this year, applying for and obtaining Prop 68 Per Capita funding to renovate Park Place Park and Wheatland Ranch Park, mentioned later in the proposal.

Our Team understands the competitive application process and the keys to success. There are additional funding opportunities available that the City could pursue. We are ready to support the City of Wheatland in this pursuit with our knowledge, expertise and experience.



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EXAMPLES FROM TWO OF OUR PROP 68 SUBMITTALS



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Approach and Understanding

2 | APPROACH and UNDERSTANDING

The following approach and understanding will address how Melton Design Group, Inc. and LACO will serve you and complete your scope of work professionally and above expectations!

APPROACH

As Principal of MDG, I feel that our personal, hands-on approach to projects is our best attribute. Our clients have been very happy with our attention to detail and our person-to-person communication, whether it be on site, meetings at the offices or direct phone or video communication. We spend essential time observing and evaluating your existing parks and available lands for opportunities and constraints, meeting the people in the community and understanding your needs and concerns.

As your Consultant, we are committed to work side-by-side with City staff in gaining all the existing site data, photographs, topography, utility and other elements to complete our study and grant submittal. In this process, it is important we gain a strong working relationship, which will allow us to be as productive as possible in this endeavor.

Our Team creates unique parks throughout Northern and Central California. Our focus is to strive to first understand the culture of a community and create an identity; a guide and needs assessment for the basis of our design. Then we begin to plan and design the park to meet those guidelines. It is our vision, as a consultant, to follow our process and work together with the City and Community to make Wheatland a unique and special place. We have committed necessary staff to complete your project.

KEY ELEMENTS OF OUR APPROACH ARE AS FOLLOWS:

1. KICK-OFF – Engage with City immediately to create a strong working relationship and discuss the projects in detail.
2. PLANNING DOCUMENTS and STATE GRANT GUIDELINES – Study the existing planning documents general plan, Community Design Standards (2017) especially section **V. PARKS AND OPEN SPACE GOALS, OBJECTIVES AND STANDARDS**, Bike and Pedestrian master plan (2014) and other planning documents to best understand the direction of the City and Community. Review the State Guidelines and prepare a scope for the submittal application.
3. SITE ASSESSMENT – Understanding your properties through a complete assessment of all your sites and surrounding uses and grants to be applied for.
 - a. The existing information for your sites will be helpful to understand useable space and opportunities to engage the site.
 - b. This process will entail engaging Staff and Community to understand the culture and needs of the City and immersing ourselves to build relationships and establish identity.
4. NEEDS ASSESSMENT – Engage to understand the existing input from the Community and involve the Community throughout the project. With today's atmosphere of social distancing, our Team will work directly with City staff to successfully engage and gain community knowledge and support. We will perform two Public Meetings; one meeting to present preliminary assessment and a second meeting to present site concepts.
 - a. Mask-to-Mask Public Meetings (important for connecting and possible within the budget).
 - b. Phone and Video meetings with public engagement performed remotely.
 - c. Website presence with surveys and document review.
5. GRANT ASSESSMENT and PREPARATION – Current grants and funding opportunities are requesting more and more information from our cities. MDG and LACO have produced many grant packages for the 2019 Prop 68 submittal and supported multiple Cities with other grants such as Land and Water / Urban Greening Grant / Proposition 1 / DOT-Caltrans Grants, etc.



- a. We attended the OGALS–SPP and Per-Capita meetings provided by the State and understand the needs of the grant and timelines.
 - b. Provide a grant score card for additional projects to compare success of grant against other projects.
6. FEASIBILITY REPORT – Review the existing plans and new to identify the feasibility of the existing and new park amenities and use of additional available properties.
- a. Integrate current program and ideas along with new trends and concepts.
 - b. Prepare a report that will prioritize elements based on need, want and costs.
 - c. Look into the future for planning of community growth and trends in recreation.
 - d. Identify the financial impacts of proposed projects and how they will provide revenue potential or good will in the community.

7. SITE DESIGN CONCEPTS and PROJECT NARRATIVE – We will be using the feasibility analysis, needs assessment and outreach information to create conceptual design options for your sites.

- a. Site Program – Establish prioritized elements as ranked by the Community and City, provide photo boards of elements and costs for clear understanding.
- b. Conceptual Site Plan Options will provide illustrative drawn, colored master plan graphics.
- c. Cutsheets from different vendors for elements for play area, site furniture, soils, turf, irrigation, etc. Vendors will be invited to prepare examples of their projects.
- d. Create unique ideas and use materials that will stretch the park budget.
- e. Develop project narrative and description for the application including:
 - 1) Operations / Sustainability / Maintenance / Schedule / Costs
- f. Provide sustainable and buildable details to enhance the project and reduce its maintenance.



Renovation concept for the play area and surrounding park

8. COST ANALYSIS OF SITE PLAN WITH ALTERNATIVE OPTIONS – GRANT FORMAT
- a. Takeoffs of proposed and optional items to manage construction cost.
 - b. Preliminary pricing with multipliers for time (these are based on schematic plans).
 - c. Coordinate pricing with local vendors, material suppliers and contractors to keep dollars close to home.
 - d. Develop a final project where hard and soft costs are in budget to meet grant format.
9. GRANT SUBMITTAL PACKAGE (DEC 7)
- a. Formulate final application.
 - b. Review by City.
 - c. Submit to State.

UNDERSTANDING

The MDG Team is strongly suited to be your partner in your planning and grant application process. We have worked with many cities in the North State and are the on-call landscape architect in Davis, Fresno, Chico, Yuba City, Lincoln and Paradise. We are familiar with looking into the future with planning and analyzing the growth and needs of a community while we relate them to available grants and funding and how they fit into the existing operating and maintenance cost of the facility.

As mentioned above, we work with many small towns, along with large cities. One of our examples is in the Town of Truckee. We are currently designing to meet Urban Greening Grant requirements for Truckee River Park, which is connecting to their Legacy Trail system. This park will provide the Town close and easy access to the Truckee River, which does not exist in the downtown area.



Rendering of river front overlook at Truckee River Park

OPPORTUNITIES and CONSTRAINTS

Wheatland is a growing community; being ahead of the curve with recreation planning while development is coming will allow for the City to be prepared. We see many recreation opportunities for your community. They will be developed and vetted through reviews, and our preferred outcome will meet the needs of the City.

MDG has previously studied the Wheatland parks and possible properties for future parks and aquatic facilities. Shown here are the conceptual studies we prepared for the City, which were accompanied by cost estimates and presentation to council. We prepared these documents with the thought of the Proposition 68 Per-Capita Grant program to fund the renovation. We will be completing the application for these two projects and looking at others to apply for as a part of the scope of work.



PARK PLACE RENOVATION

This renovation will provide a needed basketball court for the neighborhood and the community. The top of the existing grass area will be used to locate the court, keeping as much open turf as possible. We also looked at adding more tables for users along with shade trees. This location works well with existing conditions and will need minimal irrigation or utility adjustments to function.

WHEATLAND RANCH RENOVATION

This renovation will maintain the existing play area while providing shade and picnic areas for both the play area users and the moms and dads watching. This assessment also identified drainage issues that can help with future maintenance. The new trees and irrigation, along with the shade structure, will make this park relaxing and enjoyable. An additional assessment will be made to verify that the play equipment meets all requirements.



*Related
Experience:
Cutsheets*

3 | RELATED EXPERIENCE

The experience of the staff at Melton Design Group, Inc. is focused on Parks and Recreation but includes many landscape areas. Our creative solutions have helped many agencies build unique parks and spaces that become icons for their communities and stand out in their memory for years.

Services include a complete design process, community engagement, through construction documents and administration of the whole process. We've helped organize with Grants and funding strategies for construction and have worked with local contractors and nonprofit agencies to incorporate volunteer labor and donated materials. Our design strategies also incorporate revenue generating opportunities for clients by creating multi-use venues with potential for income, such as combination bandshell, picnic areas or birthday rings. Additionally, our firm has written grants and supported cities in administering them.

Master Planning experience includes both park site planning and city or district wide facility planning documents. MDG knows how important community development is to the design process and staying focused on the priorities of the program. We're the lead consultant for park improvement projects and have managed teams of sub consultants through CEQA requirements, construction documents, permits, bid services and construction administration. Our experience includes all types of park and recreation facilities from small neighborhood parks to large regional sports parks and recreation centers.

The following is a list of some MDG projects shown in categories relevant to the City of Wheatland.

RENOVATED PARKS

- ✦ Babes Coral – Turtle Bay, Redding, CA
- ✦ Bille Park, Paradise, CA
- ✦ Caper Acres, Chico, CA
- ✦ Vinewood Park – Ukiah, CA
- ✦ Eastern Oak Park, Sacramento, CA
- ✦ Foothill Community Park, Sacramento, CA
- ✦ Austin Park and Highlands Park, Clearlake, CA

COMMUNITY & NEIGHBORHOOD PARKS

- ✦ Riverbend Park, Oroville, CA – 120 acres
- ✦ Wildwood Park, Chico, CA – 7 acres
- ✦ Westside Community Park, Lakeport, CA – 70 acres
- ✦ Gailey Luther DeGarmo Park, Chico, CA – 36 acres
- ✦ Noble Park, Paradise, CA – 7 acres
- ✦ Shastina Community Park, Redding, CA – 14 acres
- ✦ Katie's Kids Park, Kerman, CA – 4 acres
- ✦ Walnut Park, Winters, CA – 4 acres
- ✦ Baroni Park, Chico, CA – 4 acres

OPEN SPACE AND TRAILS

- ✦ Bidwell Park Rifle Range Remediation, Oak Woodland, Chico, CA
- ✦ Verbena Fields – 20-acre Gravel Quarry Restoration, Chico, CA



- ✦ Live Oak Community Trails and Pocket Parks, Live Oak, CA
- ✦ California Park Chain of Ponds and Trail System, Chico, CA
- ✦ Riverbend Community Park, Oroville, CA

HABITAT RESTORATION

- ✦ Little Chico Creek Floodplain Restoration, Chico, CA
- ✦ Kachituli Oxbow – Riparian Corridor, Sacramento, CA
- ✦ South Volonte Park Wetland Restoration, Anderson, CA
- ✦ Shauna Downs Wetland Bank, Durham, CA
- ✦ Big Chico Creek Floodplains, Chico, CA
- ✦ Putah Creek Parkway, Davis, CA



WATER CONSERVATION PLANS

- ✦ City of Davis and Woodland Conservation Plan
- ✦ Elk Grove Community Park Water Reduction Plan
- ✦ Chestnut Park Water Reduction Study, Davis, CA
- ✦ Yuba City Water Ordinance
- ✦ Butte County DROPS Grant and Construction Projects
- ✦ HACB County Wide Conservation Plan



CITY AND RECREATION DISTRICT MASTER PLANS

- ✦ Feather River Recreation Park District 2020 Master Plan
- ✦ Red Bluff Parks and Recreation 2015 Master Plan
- ✦ Chico Area Recreation and Park District 2030 Master Plan Update
- ✦ City of Chico Design Guidelines Manual



STREETSCAPES

- ✦ City of Orland – Downtown Streetscape Master Plan
- ✦ City of Gridley Downtown Demonstration Project
- ✦ City of Red Bluff Downtown Demonstration Project
- ✦ Feather River Boulevard Revitalization Plan, Oroville, CA
- ✦ West Gateway Mixed Use District, Hollister, CA
- ✦ El Dorado Hills Town Center
- ✦ Murieta West Planning Area, Rancho Murieta, CA

MDG is the RIGHT FIT for the City of Wheatland!

Eastside Community Park

Kerman, California

Contact: Phillip Galegos, Recreation & Community Services Director
(559) 846-9328

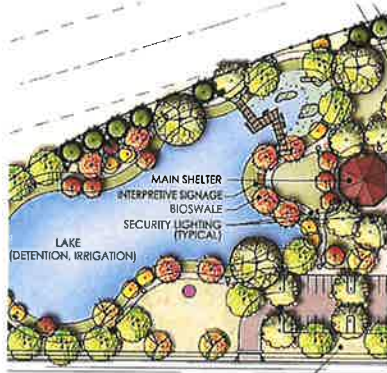
Project Budget: \$5,800,000

Contract Amount: T&M not to exceed \$50,000

Schedule: Design updated 2019 – to be built in 2020-2021



SPLASH PARK



In 2010, the City of Kerman contracted MDG to masterplan a new park for the Prop 84 Grant. In 2019, the City requested an updated proposal and design refresher for the Prop 68 Cultural and Resource grant, of which they received and expect to build next year. MDG converted this plum orchard into a community park that will take advantage of the water allowance allocated by the Fresno Irrigation District. The goal of the lake is to use the allotted water to provide a resource for migratory and local birds and wildlife to reside. It will also be used to irrigate the turf fields and regenerate the aquifer. Greg designed the initial project, and, with the update, Olga fashioned an environment that creates community in a natural riparian setting and integrates both passive and active recreation.

In addition, MDG wanted to upgrade the play elements to reflect current trends in adventure play. The goal is to attract the teenage population into the park with the opportunity for risky play. Our High Climbing Adventure Playground, that includes a zip line, rock wall and slack lines, keeps teenagers entertained with inventive and stimulating play.



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Nelson Pool Family Center

Oroville, California

Contact:

Shawn Rohrbacker,
General Manager
Feather River Recreation
and Parks District
1875 Feather River Blvd.
Oroville, CA 95965
(530) 533-2011

Project Budget: \$1,100,00

Contract Amount: \$95,000

Relevant Staff Roles:

Greg Melton, Principal
Jenna Johnson, Project Lead

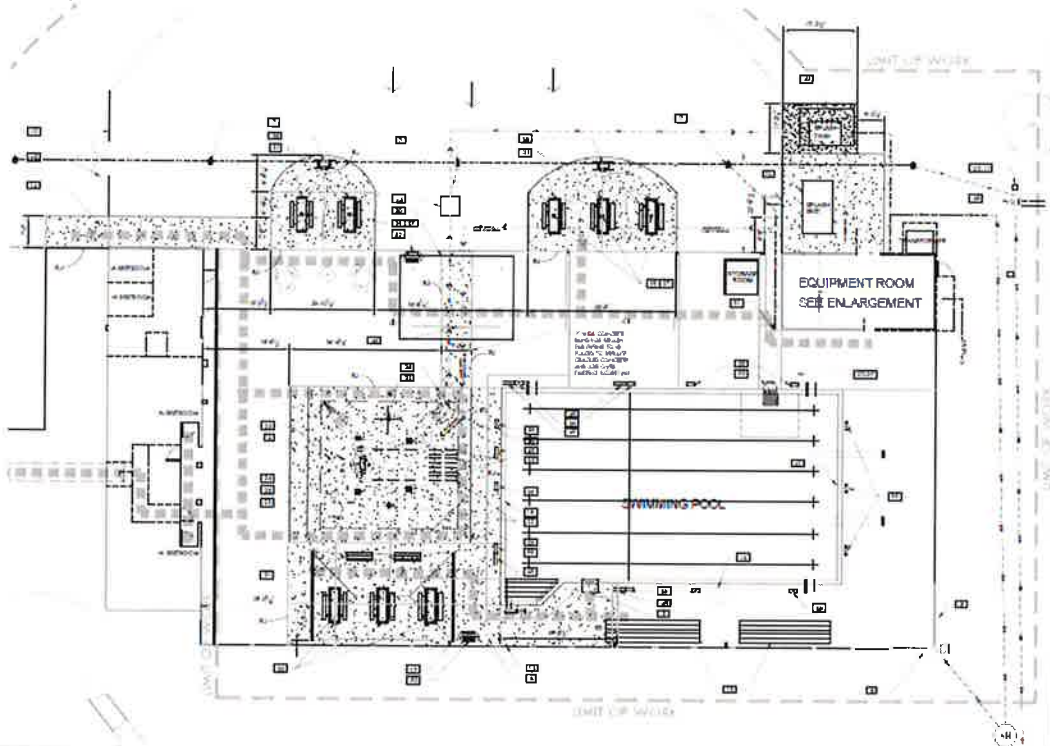
Key Sub-Consultant:

Peter Arnold, Water Odyssey



Nelson Pool Family Center is a long-standing public pool facility located in Oroville, CA. This project provides a complete renovation of the existing pool grounds and includes the addition of a new Orca themed spray ground for more recreational opportunities. Melton Design Group's contract included the replacement of the existing kiddie pool with a new themed spray ground, the renovation of the existing pool and pool equipment, upgraded security fencing, improved accessible access, shade integration and an expanded picnic and turf area.

The community will benefit from these improvements with additional programming opportunities and a beautiful, fully functional pool facility. Additional shaded play, picnic areas and bleachers within the pool grounds offer comfort and versatility for watching swim meets, family swim and the use of the pool for local school groups.



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Gailey Luther DeGarmo Community & Soccer Park

Chico, California

Contact:

Ann Willmann, General Manager
Jason Boogie, Facility Supervisor
Chico Area Recreation and Parks District
545 Vallombrosa Avenue, Chico, CA
(530) 895-4711

Relevant Staff Roles:

Greg Melton, Landscape Architect
Paige Gimbal, Irrigation System Design
Shawn Rohrbacker, Book Form Specifications

Start – End: June 2010-2019 Update

Contract Duration: 4 years / 3 contracts

Project Budget: \$6,900,000

Contract Amount: \$450,000

Type of Service:

- 36-acre Sports Park Master Plan
- Phase I & II Construction Documents
- Construction Administration



DeGarmo Park Gateway Entry Arch:
Created a thematic arrival to set the tone for an eventful day.

The Gailey Luther DeGarmo park site was previously owned by the DeGarmo family. Melton Design Group captured the history of the site in barn-styled shade structures and a barn-red color theme. Decorative steel rails were designed throughout the park to represent local butte bluffs, rice fields and orchards.

Phase 1 developed 10 acres including: a parking lot with a bio-filtration system; multi-use athletic fields - two soccer and three softball; a picnic shelter and restrooms.

Phase 2 developed 12 acres with additional parking, two soccer fields, a playground and a group picnic area. With all of the completed phases, the park covers 36 acres. The sports theme of the park provides opportunities for both kids and adults to get into the fun and unite with healthy competition.

Sustainable design elements include native perimeter plantings, elimination of curb and gutter in the parking lot (LID drainage) and low-irrigation water use outside the sports fields. The fields heavy play is tough on maintenance, so we designed a sand-based soil profile with an irrigation system that correctly meets the watering window, allowing fields to dry prior to play.

Awards:

Honor Award - Commercial and Public Works -American Society of Irrigation Consultants



Soccer tournament held at DeGarmo Park Sports Complex.
Hybrid Bermuda Field.



LID - The parking lot's low impact design features waterwise planting and small cobble water collection for first flush and recharge to aquifer.



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Vinewood Park Renovation

Ukiah, California

Start - End Date: June 2018 – Current

Contact: City of Ukiah Community Services Dept.
Tami Bartolomei, Administrator & Coordinator

TBartolomei@cityofukiah.com / (707) 972-5047

Jake Burgess, Recreation Supervisor

JBurgess@cityofukiah.com / (707) 463-6201

Project Budget: \$185,000



Planting & Picnic Area

Project Summary:

MDG worked with the City of Ukiah Community Services Department to renovate Vinewood Park. Our Scope included a thorough site analysis to assess and identify the project opportunities and constraints. ADA Accessibility was also a goal. We focused on using a decomposed granite for our path to minimize root damage and reduce cost. Future phases of the park include renovation of turf and irrigation along with a new play area and a birthday ring. MDG provided a complete set of construction drawings along with bid documents.



Accessible Decomposed Granite Path



Drought Tolerant Planting



New Accessible Parking



New Basketball Court



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Recreation Planning

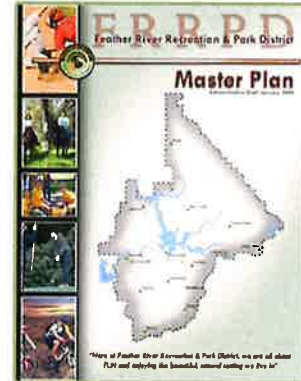
Feather River Recreation & Park District 2020 Master Plan

Oroville, California

Contact: Shawn Rohrbacker, General Manager
Feather River Recreation and Park District, (530) 533-2011

Project Summary: The Feather River Recreation and Park District boundary includes the City of Oroville and eleven surrounding communities, encompassing 735 square miles. Services for the project included:

- Reassess a 2006 Inventory Analysis
- Correlate with City and County General Plans
- Identify opportunities for consistency and interagency cooperation
- Document the District's recreation setting including a list of all State, Federal, City, County, School and community facilities
- Identify opportunities for partnerships with existing facilities
- Identify opportunities for partnerships with special interest groups
- Identify sites for future development or acquisition
- Establish park planning criteria and standards
- Recommend specific funding methods
- Establish a "Level of Service" for the District's guidelines related to Architecture, Community Design, Streetscapes and pedestrian and bicycle connections. Adopted by FRRPD, this document has proven to be a great success.



City of Red Bluff – Parks and Recreation Master Plan

Red Bluff, California

Contact: Deborah Carlisi, Director
City of Red Bluff Parks & Recreation Department, (530) 527-8177

Project Summary: Services for the Red Bluff Parks and Recreation Plan included inventory of existing City and surrounding County facilities, preparation and distribution of a facilities and program survey to schools and residents through a utility bill and a survey of senior citizen recreation interests.

MDG staff tabulated and retrieved key information that guided the facility and programming plans and identified future trail routes.



City of Chico Design Guidelines Manual

Chico, California

Contact: Bob Summerville, Senior Planner
City of Chico, (530) 879-6800

Project Summary: Melton Design Group staff worked with the City of Chico to develop the City's Design Guidelines Manual. This document is illustrative and designed to be user-friendly for developers, designers and City staff.



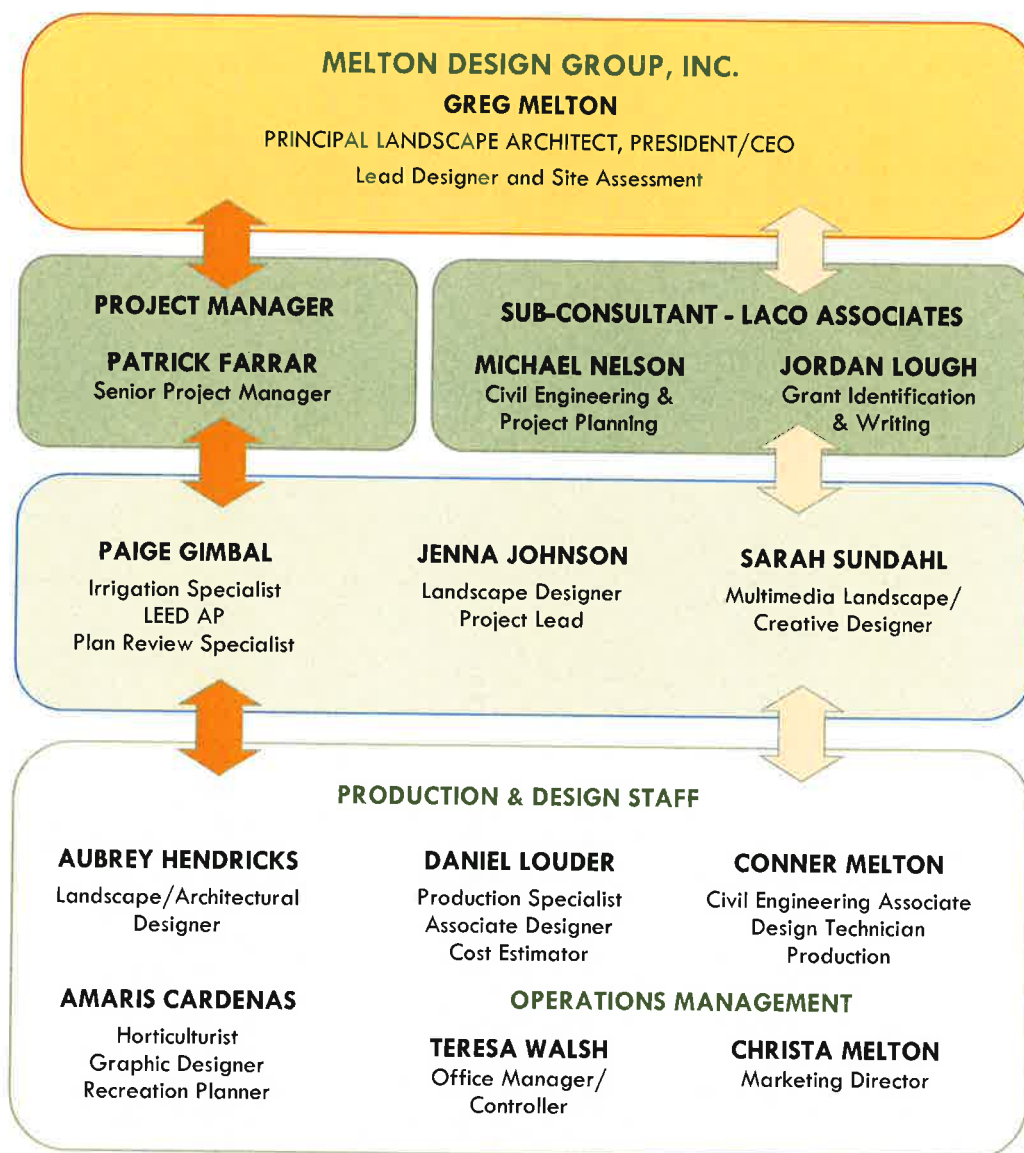
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Staffing

4 | ORGANIZATIONAL CHART

Melton Design Group has assembled this team of experienced professionals to provide landscape architectural and grant writing services for the City of Wheatland. Key personnel have been selected for their excellence in project management, communication, technical writing, project/site assessment and park and recreation planning and design. Total Team experience includes over 100 successful parks and recreation facilities designed and built throughout Northern California.

MDG staff will ensure the prompt delivery of work product, control of budget, scope and coordination between the Principal in Charge and the Client. Maintaining the project schedule and identifying and responding to issues that may arise requires frequent and effective communication between Consultant and Client. Principal Landscape Architect, **Greg Melton**, and Project Manager, **Patrick Farrar**, will be your primary contacts and available for all coordination meetings throughout the duration of the project. **LACO Associates** provides exceptional Civil Engineering and Grant Writing skills.



Our team looks forward to working with and serving you!



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4 | STAFFING – RESUMES

MELTON DESIGN GROUP



GREG MELTON, RLA, LEED AP- PRINCIPAL LANDSCAPE ARCHITECT

Education: BS in Landscape Architecture, CSU Chico
BS in Horticulture and Recreation Planning, UC Davis

Licensure: CA Landscape Architect License #4217

Accreditation: US Green Building Council LEED Accredited Professional /

Associations: CPRS and ASLA

Greg Melton has been designing parks and educational recreation facilities for over 25 years, providing many North State cities and counties with wellness-enhancing design, programming, and planning services. One of Greg's most valued assets is to work with clients regarding the big picture of a project; how the project will be experienced, relationships with visitors, culture, and surrounding environment. These aspects translate into a physical and visual immersive experience.

SELECT PROJECT EXPERIENCE/REFERENCES

Emma Wilson Elementary School – Chico, CA – Julie Kistler, Facilities & Construction Director – (530) 891-2140 ~ JKistler@mchicousd.org Interactive play yard, mascot sculpture, natural play climbers.

DeGarmo Community Park, Chico, CA – Ann Willmann, General Manager – (530) 895-4711 ~ AWillman@chicorec.com Multi-use community park with sports fields, group picnic and amphitheater.

Truckee River Park, Town of Truckee, CA – Hilary Hobbs, Public Works Project Manager – (530) 582-2914 ~ HHobbs@townoftruckee.com Riverfront park to bring the Town to the water. Extreme grading and access to get pedestrians to the river with their rods, cameras, and watercraft.



PATRICK FARRAR

SENIOR PROJECT MANAGER/ ASSOCIATE LANDSCAPE ARCHITECT

BS Landscape Architecture – Cal Poly, San Luis Obispo
Melton Design Group, Inc.: 2020 to Present

Patrick Farrar has worked in the field of Landscape Architecture for over 25 years in all regions of California. He has served as Lead Project Manager and Designer on numerous projects including water quality projects to treat pollution and storm water runoff, urban streetscape design, multi-modal urban and rural trail design, neighborhood and community parks, corporate campuses, land development, recreation, and single-family housing. Patrick has extensive experience bringing collaborative groups and disciplines together, working for the client from concept through construction. His ability to focus on client needs while minding budgets and design details has yielded successful projects throughout the private, municipal and federal sectors.

SELECT PROJECT EXPERIENCE/REFERENCES

Rotary Centennial Park – Chico, CA – Ann Willman – (530) 895-4711 ~ AnnW@chicorec.com
Master Plan and Construction Documents for new park.

Truckee West River Park – Truckee, CA – Hilary Hobbs – (530) 582-2914 ~ HHobbs@townoftruckee.com
Master Plan and Construction Documents for park and riverfront revegetation design.

Eleanor Nelson Park – Vacaville, CA – Reggie Hubbard – (707) 449-5100 ~ Reggie.Hubbard@cityofvacaville.com Work with splash area consultants to create Master Plan to revamp existing fields, creating new identity.



1930 G ST SACRAMENTO CA 95811 – 916.754.2153
820 BROADWAY ST CHICO CA 95928 – 530.899.1616
MELTONDG.COM

LACO ASSOCIATES



MICHAEL NELSON, AICP

PRESIDENT and PLANNING PRINCIPAL

Areas of Expertise:

Project Management & Team Leadership
Project Entitlement
Hospitality & Community Developments
Sustainable Design
Construction Management
Environmental Compliance

Education:

Bachelor of Science, Appropriate Technology Engineering; Humboldt State University, Arcata, California

PROFESSIONAL EXPERIENCE

Mr. Nelson has over 25 years of professional planning experience and currently serves as LACO's President and Planning Principal. Mr. Nelson has extensive experience in project management, financial pro forma statements, entitlement, environmental compliance, sustainable design, design, construction, and operation of hospitality projects, commercial facilities, residential developments, subdivisions, and municipal planning projects. Mr. Nelson is LACO's expert on the planning and entitlement process. Mr. Nelson has managed projects from due diligence phases through commissioning and Certificate of Occupancy phases in Northern California, the Central Valley of California, Hawaii, the U.S. Virgin Islands, and Bermuda for many complex entitlement, development, and construction projects, as both an owner's representative and private consultant.



JORDAN LOUGH

ECONOMIC DEVELOPMENT SPECIALIST

Areas of Expertise:

Technical Writing
Funding Development
Proposal Development
Regulatory Compliance
Program Development and Management

Education:

Bachelor of Arts, English with Honors, Creative Writing Emphasis, University of California Davis, Davis, California; Bachelor of Arts, Sociology with Honors, University of California Davis, Davis, California

PROFESSIONAL EXPERIENCE

Mr. Jordan Blough has worked as a professional consultant for the past five years, with a focus on economic development for the past three. Mr. Blough's role focuses on connecting LACO's clients with funding opportunities to help bring their projects from concept to reality. This includes assessing funding opportunities for fit and likelihood of success, supporting clients as they scope out projects which meet the community's needs and funding source requirements, and developing comprehensive and compelling funding applications. Mr. Blough previously worked at a specialty grant writing firm in Paradise, California, which focused primarily on securing federal and private foundation funding for nonprofits and community health centers. Mr. Blough has led or supported successful grant applications funded through agencies such as the US Department of Housing and Urban Development, the Federal Emergency Management Agency, the California State Water Resources Control Board, California Department of Water Resources, California Department of Forestry and Fire Protection, and the California Department of Fish and Wildlife, amongst others. Mr. Blough's social science background, along with his communication skills and experience as a professional consultant, allow him to help clients assess their community to identify projects which meet the area's unique needs, are feasible to develop and implement, and justified with clear and compelling narratives and supporting materials. Mr. Blough was born and raised in Willits, California, and takes immense pride in supporting local communities throughout the North Coast.



Hourly Rates



MELTONDESIGNGROUP,INC

2020 TEAM SCHEDULE OF RATES

MDG PERSONNEL

Principal Landscape Architect	\$170.00 / hour
Project Manager	\$136.00 / hour
Irrigation Specialist	\$125.00 / hour
GIS Specialist	\$113.00 / hour
Graphic Designer	\$107.00 / hour
Drafting Technician I	\$ 87.50 / hour
Administration	\$ 75.00 / hour

LACO PERSONNEL

Planning Principal	\$180.00 / hour
Economic Development Specialist (Grant Writing)	\$108.00 / hour

REIMBURSABLE EXPENSES

Black & White 24x36 Print	\$ 5.10 each
Black & White 30x42 Print	\$ 7.44 each
Color 24x36 Print	\$27.48 each
Color 30x42 Print	\$39.20 each
Premium Color Glossy Plan Print	\$59.50 each
Foam Core 24" x 36"	\$12.50 each
Foam Core 30" x 42"	\$15.00 each
B & W Copies, 8.5 X 11	\$.29 each
B & W Copies, 11 X 17	\$.52 each
Color Copies 8.5 x 11	\$ 1.29 each
Color Copies 11 X 17	\$ 2.37 each
Binding Covers 8.5 x 11	\$ 2.88 each
Binding Covers 11 x 17	\$ 5.77 each
Flash Drive	\$ 8.00 each
Overnight Mail	Cost Plus 15%
Courier	Cost Plus 15%
Photography	Cost Plus 15%
Soils Analysis	Cost Plus 15%
Travel / Automobile	.60 per mile

Note: Rates subject to change after one year of proposal