

September 28, 2016

Jim Feeney
Assistant Town Manager
Arlington Town Hall
730 Massachusetts Avenue
Arlington, MA 02476

Re: **MASTER PLAN | Landscape Architectural/Engineering Consultant for Arlington Reservoir Master Plan**

Dear Mr. Feeney:

It is with great enthusiasm that we submit this proposal to work with Town of Arlington in collaboration with the Arlington Conservation Commission, and Mystic River Watershed to develop a Master Plan for the Arlington Reservoir. I enjoyed our walk around this amazing property last week and am inspired by the sheer possibilities that exist. Our landscape architecture practice is almost exclusively focused on the protection and enhancement of public parks and open space assets. With exceptional credentials working on a wide range of projects in Arlington, we feel particularly well positioned to build off of the considerable and commendable planning work that has already been achieved, in an effort to establish a clear strategy for the implementation of a series of compelling, neighborhood appropriate and sustainable site improvements.

Each park and open space project is unique, and we truly enjoy the opportunity to address the differing opportunities, constraints, and issues at each site, and to develop responsive, flexible, and pragmatically creative design solutions. Our qualifications that best illustrate our ability to do this in relation to the amazing Arlington Reservoir property include:

Responsiveness to specific site opportunities and constraints – We recognize that every site is completely unique. We work to bring clarity and creativity to the forefront of the master planning process, and in particular to take advantage of site challenges that others might consider road blocks. That has been very evident as we have worked with the Town of Arlington on several projects including the Arlington Dam. At The Res, what might seem like constraints or obstacles to some can in fact be turned into amazing opportunities. To this end, we believe the water body, earthen dam slopes, exterior embankments, and other sloping terrain and challenging physical assets can be leveraged through the design of new features that support public use, enjoyment, and access to areas that have long been difficult to access. The Reservoir Beach swimming area continues to be a beloved community asset that would benefit from strategic site improvements that will create multi-generational interest and potentially year-round use.

Stakeholder collaboration that leads to consensus – We never begin a project with a preconceived notion of what the master plan should be. In fact, we only arrive at a series of design concepts as an outgrowth of an extensive site analysis and stakeholder interaction process. In the end, we believe that a successful design must be authentic in its service to park users and the surrounding community. Particularly exciting in relation to the Arlington Reservoir master planning effort is the opportunity to reengage many key project stakeholders and to build off the ground work already laid by the Reservoir Committee and other constituents. To advance and validate prior thinking, we offer great depths of experience in areas that are critical to the success of this endeavor, as follows:

- Weston & Sampson has designed many, fully inclusive, nature based recreation

- environments that make use of dramatic topographic settings.
- Our landscape architects and graphic designers have developed high quality illustrative imagery and narratives to form interpretive signage programs. The unique physical and historical assets of the Arlington Reservoir site call out to be told through an ambitious interpretive signage program.
 - Our geotechnical and structural engineering staff are well positioned to provide guidance on items related to dam safety, particularly as we explore opportunities to gain access to pedestrian circulation, views, fishing spots and to the water body itself.
 - Our design team simply “lives” for the public engagement process, and we pledge to lead the highest level of public discourse with strong graphic imagery that aids the public’s understanding of the project and yields community buy-in to the greatest extent feasible.

Our management team offers Arlington more than just design expertise, as we understand the practical realities of those who construct and maintain the actual park and recreation improvements. Our principal-in-charge, **Cheri Ruane, RLA**, and project manager, **Brandon Riley, RLA**, have a combined 30 years of experience designing compelling park, playground, and historical landscape restoration projects that consider design implications from the perspectives of owners, managers, and users alike.

We believe that our park, open space and infrastructure work in Arlington is well known and well regarded. In addition to the town staff we have collaborated with, we offer your freshly minted Parks and Recreation Director, Jon Marshall, as a reference from our work with him in Natick.

We hope you will find our proposal compelling and on target as we express our strong desire to continue partnering with the town to develop signature enhancements to this incredibly important and unique park and open space asset. We are committed to achieving nothing short of breakthrough results as this new master planning effort launches.

Should you have any questions or need additional information, please contact me 617-412-4480 or at ruanec@wseinc.com. We look forward to further discussing our qualifications and approach with you.

Sincerely,

WESTON & SAMPSON



Cheri Ruane, RLA
Vice President | Landscape Architecture

PRICE PROPOSAL

The prices quoted and totaled below include the cost of all labor, materials, insurance, and all other necessary expenses to fulfill the conditions of the contract.

The following lump sum price proposal is based on our experience and proposed scope of work. We propose to supply and deliver the services specified herein at the following price:

Phase of Work	Fee
Project Start Up	\$ 2,000
Public Engagement	\$ 8,000
Conceptual Design	\$14,000
Draft and Final Master Plan	<u>\$ 6,000</u>
 TOTAL PRICE	 \$30,000

The following rate chart can be used should additional services be required:

Title	Hourly Rate
Principal / Team Leader	\$195
Project Manager	\$165
Senior Landscape Architect	\$135
Senior Engineer	\$135
Project Engineer/Landscape Architect	\$125
Landscape Architect II	\$115
Landscape Architect I	\$90
GIS Manager	\$95
GIS Analyst	\$75
Administrative	\$60
Coop / Technician	\$58

Other Charges:

- Mileage, in-house printing, and plotting, will be included in lump sum fee proposals for project assignments.

PROJECT GOALS

This master planning process represents an amazing opportunity for the Arlington Reservoir neighborhood, larger surrounding community and the town. There is so much to **CELEBRATE** about this amazing landscape and so much to build upon. The opportunity for this place to perform at an extremely high recreational level and to return tremendous benefit to the surrounding population is immense.

The master planning process therefore should **CELEBRATE** the richness of this stunning and dramatic landscape and the site's legacy as a noted physical form that previously provided utilitarian value to citizenry. This next phase of master planning must be incredibly serious, diligent and focused on forging an intelligent, deliberate and well-supported plan that establishes a realistic framework for achieving incredible enhancement to one of Arlington's most unique and important neighborhood public open space assets.

There is a great starting point for the establishment of project goals, and that includes the review, discussion and confirmation of goals that have been stated during the strong and significant prior planning effort. We see goals as being related to the actual execution of the master planning process and also related to the specific enhancement and management of the Arlington Reservoir property and landscape itself.



Arlington Reservoir Beach Area

We offer the summary below:

Project Goals | Master Planning Process

Basic goals for conducting the master planning process include the following:

- Carefully review, evaluate, process and confirm/validate the extensive prior planning concepts completed by various stakeholder groups including the Mystic River Watershed Coalition.
- Undertake a robust public engagement process in order to solicit new public input. Develop strong presentations and project illustrations that help foster dialogue and build consensus.
- Establish a compelling preliminary and final master plan, to be validated, refined and endorsed through public dialogue.
- Establish a final preferred plan that is reflective of the physical capacity of the property and the town's ability to operate and



manage the property going forward.

- Establish a final preferred plan that also works to meet town-wide needs and surrounding neighborhood needs.
- Establish a strong and achievable implementation and funding strategy with prioritized phases of improvement.

Project Goals | Actual Site Enhancements

Basic goals for achieving meaningful improvements within the Arlington Reservoir landscape include the following:

- Establish a methodology for enhancing the perimeter path that forms the top of the dam structure. This is the site's most obvious current asset. Determine pathway surfacing, pathway edge treatments, details for improved access onto the pathway and establish a palette of site furnishings (interpretive signage, benches, etc.) that are keeping with the essence of the property.
- Recognize the unique historical and cultural aspects of the property through a compelling interpretive information strategy.
- Consider development of a naturalized playground environment that encourages creative play and the intellectual and physical development of children by making great use of the site's unique configuration and topography.
- Inspired by great views and the richness of materials that prevail throughout the property, establish a meaningful art installation program.
- Explore meaningful improvements to the park edge and to the surrounding streets that helps to facilitate access, visibility, and site aesthetics in a way that is respectful to surrounding residents.
- Along the perimeter pathway, penetrate the vegetated edge with stone steps and create a stronger connection between park patron and the reservoir for fishing and quiet contemplation.



PROJECT PHILOSOPHY & APPROACH

Our project team lives for the chance to engage the public on projects like this. Our desire to help coordinate a meaningful and rewarding master planning process with our partners from Arlington Parks and Recreation and other stakeholder groups is what motivates us and what keeps us focused on practicing landscape architecture in a way that enhances public parks and open spaces throughout the metropolitan area and in Arlington.

At the outset of the project, we foresee a kick-off meeting with the town and other designated stakeholders to identify all project goals and objectives, the appropriate approach to public outreach, identification of additional stakeholders and timeline for accomplishing various milestones.



Image of participants at a recent public engagement session led by Weston & Sampson and timeline for accomplishing various milestones.

In addition to Arlington Parks and Recreation, stakeholders are likely to include:

- Other town departments including DPW and Engineering
- Participants of prior planning efforts MyWRA
- Neighborhood residents
- Other community groups
- Nearby schools and senior center representatives

Through our collective experience, we have decades of knowledge that allows us to be agile and responsive for projects such as this. We work hard to develop a sound project approach and we celebrate the unpredictability of each and every project. We have completed dozens of successful master planning efforts and have worked with a full cross section of communities, including Arlington.



Interpretive signage developed by Weston & Sampson and incorporated along the Boston HarborWalk

OVERVIEW

Since 1899, Weston & Sampson has been providing a variety of engineering services to municipalities throughout New England. A brand-name company for infrastructure services, our areas of expertise include: landscape architecture, park, playground and open space master planning, dam safety inspections, water and wastewater utility and treatment design services, stormwater management and utility design, bridge and roadway design, structural and geotechnical engineering, ecological and environmental services, and construction oversight.

Weston & Sampson has a dedicated Landscape Architecture group that specializes in master planning and the phased implementation of passive and active recreation; bike trail, bridge, streetscape, and roadway design, including geotechnical and structural engineering consulting; and construction administration and oversight. Our in-house landscape architects work alongside the engineers and scientists to craft site specific solutions. They routinely prepare master plans, feasibility studies and construction

documents for a wide range of park, playground and open space improvement projects, including the restoration of Olmsted Parks and other historic resources, city and town commons, and memorials.

Our strength is our comprehensive multi-disciplinary team. To meet the diverse needs of our clients, Weston & Sampson offers full-service capabilities to address the complex challenges of today's projects. The areas of our expertise that most pertain to this potential assignment include:

- Landscape Architecture
- Park and Open Space Planning and Design
- Historic Park Restorations
- Community Facilitation
- Urban Design/Streetscape
- Architecture and Structural Engineering
- Wide-ranging Engineering Disciplines
- Environmental Sciences

In addition, the majority of Weston & Sampson's clients are municipalities. As such, we fully understand the needs and challenges of New England communities, including available technologies, regulatory requirements, cost analysis and funding, and operational issues. We have included several brochures that further highlight our experience relevant to this project at the end of this section.



CONSULTING REQUIREMENTS

Weston & Sampson understands there are basic requirements that municipalities seek from their consultants. We have addressed some important requirements in this section and throughout our proposal, thereby demonstrating our understanding of and capability to complete your project. Weston & Sampson is confident that you will find our firm well qualified to support this work.

Five years' Project Team experience in successfully completing comprehensive site and building assessments of projects of comparable size and scope.

Weston & Sampson has been known as a municipal infrastructure consulting firm since 1899 and has been providing landscape architecture services for more than two decades. We have completed hundreds of open space, park, and recreation projects for communities in Massachusetts and throughout New England. We offer extensive capabilities and specialized services in the following areas:

- Existing conditions inventory, mapping
- Master planning, feasibility studies, site analysis, and development
- Park and recreation planning and historic landmark restoration
- Interpretive signage and wayfinding systems
- Urban design and municipal engineering, including street/sidewalk restoration
- Americans with Disabilities Act (ADA) inventory, analysis, and design
- Environmental permitting and restoration
- Structural, geotechnical, electrical, and mechanical engineering
- Civil and stormwater engineering, soil assessments and remediation
- Transportation and traffic planning, and multi-modal path systems
- Project inspection and construction monitoring
- Public presentations and participation
- Restoration of park support structures and design/siting of new buildings

Weston & Sampson's creative landscape architects help our clients envision award-winning futures for their parks, playgrounds, and urban design projects. Our designers complete innovative and progressive playground and recreation designs, environmental restorations, reuse of Brownfields properties and landfills, city- and town-wide open space projects. Our specific projects have included multi-generational playgrounds, skate parks, dog parks, riverwalks, municipal commons, forest amenities, schoolyards/ballfields, and the conversion of old railroad ways into nature and bicycle trails. All of our designs ensure ADA accessibility, Architectural Access Board (AAB) compliance, and programming for users between the ages of 0 to 114. In addition, we have



experience successfully working within historical commission guidelines on many of our projects throughout New England.

Five years' civil engineering experience with reservoir dams.

In business since 1899, Weston & Sampson has been providing a range of civil engineering services for more than 117 years. Weston & Sampson combines dam safety and geotechnical and structural engineering expertise with hydrologic/hydraulic modeling capabilities to perform dam safety investigations, evaluate alternatives, and design and manage the construction of cost-effective repairs/improvements to dams. We have completed many dam rehabilitation projects in the last decade to bring these critical structures into compliance with state and federal dam safety regulations.

Dam repair/improvements include:

- Evaluation of existing conditions, including performing subsurface explorations, wetland delineation, topographic survey, hydrologic and hydraulic studies, seepage and stability assessments, and development of conceptual design options
- Embankment modifications to improve stability, increase resistance to overtopping and erosion, reduce seepage, and enhance downstream drainage
- Repairs to and replacement of spillways and training walls
- Vertical cut-off walls
- Spillway upgrades to increase hydraulic capacity
- Repairs to and replacement of outflow control structures
- Fish ladder design and construction
- Operations and maintenance plans
- Emergency Action Plans (EAPs)

Five years' experience master planning public parks.

Weston & Sampson employs an award-winning team of landscape architects and engineers, with a core group of talent operating out of our studio space on Devonshire Street in downtown Boston. This group is focused on providing cities like Newton with exceptional planning, design, and construction oversight services related to the development of all of their open space and recreation assets.

Weston & Sampson's design team possesses enormous strength in the design of successful, highly interactive neighborhood parks, field complexes, schoolyards, community gardens, and related public spaces in numerous multi-cultural, economically diverse, and densely populated communities such as Boston, Brockton, Cambridge, Chelsea, Fitchburg, Lowell, Somerville, Springfield, Waltham, and Worcester. While we consider ourselves well-versed in pragmatic designs, we are also passionate about pushing design excellence and exploring new expressions of recreation in the built environment. This is further supported by our recent successes in creative active play, and our propensity for continued service in nearly all of the

communities in which we work. Weston & Sampson has provided a variety of study, planning, design, bidding, and construction administration services for more than 200 park, playground, and sports facility improvement projects in the past decade. We have provided recent examples of similar projects at the end of this proposal.

Five years' experience managing, conducting and delivering comparable municipal park master planning projects in a timely manner and within budget.

Weston & Sampson carefully considers the current and projected workload of each of our team members to ensure that the work required by all of our projects is successfully completed in a timely manner. We recognize the importance of establishing proper project controls to meet an established schedule, and manage various tasks and team members to achieve completion of scheduled milestones. Our project management team consistently monitors the project schedule and compares it to the target schedule; this close, careful observation allows us to adjust the basic logic behind the schedule if necessary and the relationship between tasks to adapt to variations in resource requirements. We are committed to meeting all of your scheduling goals and needs.



Public Garden Lagoon with reset granite edges

Weston & Sampson has been recognized for exceeding clients' expectations by providing attentive personal service, superior technical quality, award-winning design excellence, and adherence to cost and schedule requirements. With the majority of our work in the public sector, Weston & Sampson consistently meets regulatory-driven deadlines and is responsive to client needs or changes in scope that result in new project requirements. We have provided references who can attest to our capabilities and past performance on recently completed similar projects.

Evidence of successfully working with project stakeholders, i.e., Friends groups, abutters, neighborhood groups, and municipal departments.

Our professional staff has extensive experience conducting public participation, community outreach/engagement, and communication programs. We have successfully used a "community workshop"

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approach on a number of projects, through which we have met with residents/neighbors and other interested parties in an informal setting to defuse controversial issues on a one-on-one basis. Many of our projects have required extensive community participation and community-wide involvement by individuals and extensive numbers of vested interest groups.

With the majority of our work in the public sector, Weston & Sampson has worked extensively with public groups to gauge public opinion and build consensus within a community. We understand the need for public outreach and offer extensive experience preparing and presenting legible plans, renderings, photorealistic graphics, estimates, phasing options, 3D models, studies, and other information to public officials, boards/committees, and the general public through a community meeting or hearing process.

We are deeply committed to engaging the community through public presentations; it is imperative that the project be presented to the community in the appropriate format and venue in order to gain input. We pride ourselves on engaging oral presentations that educate, enroll, and entertain so the audience develops an affinity for the presenters and the message is well received. This relationship facilitates project progress and creates collective buy-in for a successful outcome. Through our experience, we have developed solid working relationships with local agencies, governments/ departments, and residents, and have gained valuable, practical insight regarding urban infrastructure improvement.



We are currently leading or have recently led the public participation, design development, bidding, and construction administration process for the restoration of parks/plazas, memorial squares, municipal commons, and playgrounds in a number of communities. Of particular note, our landscape architects have consciously chosen to focus their careers on designing public spaces that benefit communities. Our work at urban park/open space properties exemplifies our commitment to realizing a successful project through innovative, creative, and collaborative efforts.

Funding Experience

Weston & Sampson has consistently remained at the forefront of obtaining available funding from federal, regional, state, and local sources to expand the scope of projects for our municipal clients. We are often able to assist clients in procuring funding from a combination of state and federal sources. We also work with our clients to develop and advise on the implementation and management of capital improvement plans. Weston & Sampson's personnel are accustomed to the specialized reporting requirements inherent with state and federally funded projects, as well as restrictions or limitations that may accompany specific

funds. We apply our experience in this area to client projects in order to ensure a smooth design and construction process.

Our experience includes working with municipalities across the state to design/construct projects funded by Community Preservation Act (CPA) monies. For more than 20 years, Weston & Sampson has also successfully worked within the framework of the Massachusetts Division of Conservation Services PARC and LAND Programs (previously known as Urban Self Help and Self Help, respectively). Our work has included the renovation and/or new construction of neighborhood parks and playgrounds, swimming pools, water play facilities, passive open space properties, waterfront parks, athletic facilities, golf courses, and other types of municipal improvement projects. We are completely aware of important timing considerations, and all of our PARC funded projects have been completed on time, which has ensured full reimbursement to each municipality. For many PARC-funded initiatives, we have ensured that all design and construction thresholds have been met and that full cash reimbursements have been realized by our municipal clients. We have most recently been involved in PARC projects in Framingham, Medford, Plymouth, Wilbraham, and Worcester.

Our staff works with communities under many programs to maximize the money available for each particular project. Various funding sources, including funds from the Community Preservation Act (CPA), are being utilized on more than a dozen of our current recreation, park, urban design, and open space projects. Should additional funding be available for this project, we can support the Town of Arlington in working with these programs.



Popular fishing spot at Arlington Reservoir

Cost Estimating

Weston & Sampson frequently provides scope and cost estimates to assist clients with budgeting for upcoming engineering services associated with planning, evaluation, design, and construction projects.

In addition to our recreational facility design and construction expertise, Weston & Sampson also routinely provides project budgeting or cost estimating services on our public projects, as appropriate for the project phase. We also closely track the results of construction bidding, and maintain as well as update an in-house database of costs, which are then applied to subsequent estimates. Michael Coleman, our cost estimating professional, has direct, relevant experience providing on-target cost estimating services to municipal clients as part of our public facility design work. This in-house service helps our clients make informed decisions and leads to realistically appropriated, designed, and constructed projects.

REFERENCES

On the following pages, we have included descriptions for a selection of our experience on recent, similar projects. Each of these projects includes a client reference (in addition to those provided in the table below) whom we invite you to contact to discuss our capabilities and past performance.

The following clients can attest to Weston & Sampson’s capability to provide athletic field/recreational facility and open space/park planning, design, and construction administration services similar to those now required by the Town of Arlington.

References	
<p>City of Worcester Robert Antonelli Assistant Commissioner Public Works & Parks 50 Skyline Drive Worcester, Massachusetts 01605 508-799-1190 antonellir@worcesterma.gov</p>	<p>Town of Framingham James Duane Assistant Town Manager (former Parks & Recreation Director) 150 Concord Street Framingham, Massachusetts 01702 508-532-5404 jpd@framinghamma.gov</p>
<p>City of Somerville Brad Rawson Transportation & Infrastructure 93 Highland Avenue Somerville, MA 02143 617-625-6600 ext. 2518 brawson@somervillema.gov</p>	<p>Boston Parks & Recreation Department Christopher Cook Commissioner 1010 Massachusetts Avenue, 3rd Floor Boston, MA 02118 617-635-4505 christopher.cook@boston.gov</p>
<p>Town of Natick Jon Marshall, <i>FORMER</i> Director Recreation & Parks</p>	<p>Art Goodhind, Supervisor Land Facilities & Natural Resources Division 75 West Street Natick, Massachusetts 01760 508-647-6558 agoodhind@natickma.org</p>