

CITY COUNCIL ACTION FORM

Department	Presented by	Date
Arts and Culture	Michael Varnum - Arts and Culture Director	August 3, 2021

ITEM

PROFESSIONAL SERVICES AGREEMENT WITH HITTLE LANSCAPE ARCHITECTS

BACKGROUND

The City of Salida Public Art Commission was asked to develop a public art project that would celebrate the diversity of Salida. The Commission elected to embark on a project with the following intentions acting as the guiding principles for the creation of an artistically adventurous space that celebrates the diversity of spirit of the town:

- 1. Landmark
- 2. Visually inviting
- 3. Beautiful yet durable
- 4. Year-round access & use
- 5. Preserving the town's heritage

The Commission reviewed all City-owned property and determined the property at the corner of US Highway 291 (W 1st Street) and G Street was the most suitable for the project. The Public Art Commission made a presentation to City Council outlining their vision. They Commission asked and was given the go ahead to use their existing funding to hire an architect to assist them in developing a site-specific concept development plan, including a preliminary budget.

A request for proposals was issued on June 11, 2021. A pre-proposal meeting was held on June 22. Six responses were received and reviewed by the Public Art Commission on July 21 and July 26. The Commission selected Hittle Landscape Architects for the project.

FISCAL NOTE

Ten thousand dollars was budgeted in the 2021 budget for a public art project. Funds were also budgeted for the Creative District. Due to COVID restrictions, programming and marketing were limited in 2021 and funds remain in the Creative District budget that could be used to cover the additional \$2,619.00.

STAFF RECOMMENDATION

Staff recommends the City of Salida City Council approve the Public Art Commission request for the City of Salida to enter into a professional services agreement with Hittle Landscape Architects in the amount of \$12,619.00.



CITY COUNCIL ACTION FORM

Department	Presented by	Date
Arts and Culture	Michael Varnum - Arts and Culture Director	August 3, 2021

SUGGESTED MOTION

I move to combine and approve the items on the Consent Agenda.

Letter of Interest

For the: City of Salida, CO – Public Art Project, June 11, 2021



Thomas J. Hittle

Landscape Architect, ASLA

Hittle Landscape Architects

P.O. Box 250

Poncha Springs, CO 81242

Salida, CO office - 785.477.3337

tjhittle@kansas.net/www.kansas.net/~tjhittle/l arch.html

MEMORANDUM:

DATE: Thursday, July 08, 2021

TO: City of Salida Public Art Commission

FROM: Thomas J. Hittle, ASLA

RE: Letter of Interest – Public Art Project

FAX CC: CC:

file: Salida PAC Project 2021

Dear Members of the Salida Public Art Commission:

Michael Varnum Sue Ann Hum Stephen Smalzel Martin Jolley Reed Govert Maura Adamson Patrick O'Brien Suzy Patterson Ken Brandon

When I first saw the beginnings of the new Skate Park next to the Hot Springs Pool, I began thinking about the future possibilities of our retiring skate park space. I've followed, with great interest, the progress of that remarkable public space that is so key to the Arkansas river, the Monarch Spur trail, tourists, downtown businesses, and our mountain community. I am thrilled because this outdoor space has so much potential to engage our wonderful community.

As both a licensed Landscape Architect and Horticulturist for well over four decades, my involvement as a designer and construction administrator for a number of public outdoor spaces across the Midwest has led to several vibrant, award winning, and regionally recognized projects. I have a considerable amount of experience in both the design and construction of public outdoor spaces. Over the decades of my projects, I have learned to recognize both the intricacies and the energies if each unique project, then turn them into a well-conceived vision. As a citizen, artist, and musician in Chaffee County for the last nine years, I'm eager to learn exactly what our community would like to see from this exciting space.

My Scope of Services and other project details can be found as a part of my Fee Proposal, also attached. If you need additional information as you consider your options, please let me know.

Thank you for your time, your many hours of volunteer work in our community, and your consideration.

Tom (TJ) Hittle

President - Hittle Landscape Architects

Statement of Understanding

For the: City of Salida, CO - Public Art

Project, June 11, 2021



Thomas J. Hittle

Landscape Architect, ASLA

Hittle Landscape Architects

P.O. Box 250

Poncha Springs, CO 81242

Salida, CO office - 785.477.3337

tjhittle@kansas.net/~tjhittle/l arch.html

MEMORANDUM:

DATE: Thursday, July 08, 2021

TO: City of Salida Public Art Commission

FROM: Thomas J. Hittle, ASLA

RE: Statement of Understanding – Public Art Project

FAX CC: CC:

file: Salida PAC Project 2021 Understanding.docx

Dear Members of the Salida Public Art Commission:

Michael Varnum Sue Ann Hum Stephen Smalzel Martin Jolley Reed Govert Maura Adamson Patrick O'Brien Suzy Patterson

Ken Brandon

It is my understanding that the overall proposal will encompass the development of a scaled site-specific master plan that will include the following basic guiding design principles:

- Develop a landmark outdoor space
- Be visually inviting
- Be beautiful, yet durable, and easily maintainable by City staff
- Provide year-round access & use, including ADA accessibility
- Preserve and emphasize Salida's heritage

Additionally, during the Pre-Proposal meeting, it was established that:

- A review of past PAC meetings, City Council comments, and related documents from both groups.
- A construction estimate would be required, including demo costs, costs for sculpture and other art elements, landscape plantings, irrigation, paving, retaining walls, panels, and other related construction elements.
- Linkage to pedestrian walkways and the adjacent Monarch Spur Trail
- It was also established that the City does not have a Survey and/or CAD file suitable for professional design use, therefore Surveyor costs have also been included in my Proposal.
- After careful review of various PAC documents, it has been noted that a perspective sketch
 of the proposed preliminary design would be useful to help communicate the design
 concepts to both the public and City staff. Therefore, costs for a local artist to provide a
 perspective sketch has also been included in my Proposal.
- There would be 1-2 meetings and/or presentations with the PAC
- There would be 1-2 meetings and/or presentations with the City Council
- There will be no more than 1 public meeting inviting the public and area public stakeholders to assess and request comments on the overall design concepts.

- A late-September Preliminary Design deadline has been proposed
- A late-October Final Design deadline has been proposed
- Further task and deadlines are outlined in the Estimated Schedule of Tasks & Milestones.

Tom (TJ) Hittle

President – Hittle Landscape Architects

Estimated Schedule of Tasks & Milestones

For the: City of Salida, CO – Public Art

Project, June 11, 2021



Thomas J. Hittle

Landscape Architect, ASLA

Hittle Landscape Architects

P.O. Box 250

Poncha Springs, CO 81242

Salida, CO office - 785.477.3337

tjhittle@kansas.net/~tjhittle/l arch.html

MEMORANDUM:

DATE: Thursday, July 08, 2021

TO: City of Salida Public Art Commission

FROM: Thomas J. Hittle, ASLA

RE: Estimated Tasks & Milestones – Public Art Project

FAX CC: CC:

file: Salida PAC Project 2021 Tasks & Milestones.docx

Dear Members of the Salida Public Art Commission:

Michael Varnum

Sue Ann Hum

Stephen Smalzel

Martin Jolley

Reed Govert

Maura Adamson

Patrick O'Brien

I atrick o brief

Suzy Patterson

Ken Brandon

Please note my Estimated Schedule of Tasks & Milestone Deadlines below:

Week of 8/16 - Preliminary Site Studies & Estimated Survey completion

Week of 8/23 - PAC - Kickoff Meeting (review of Commission comments)

Week of 8/30 - Public Participation - Public Meeting

Week of 9/13 - PAC – Design Review (50% submittal drawings)

Week of 9/27 - Preliminary Plan Design Phase (80% submittal drawings)

Week of 10/25 City Council – Preliminary Plan review

Week of 11/15 - PAC - Final Plan Review (100% submittal drawings)

Tom (TJ) Hittle

President - Hittle Landscape Architects

Summary of Qualifications

- HLA Firm Resume & Relevant Experience
 - Project Plans & Images
 - Professional References

For the: City of Salida, CO – Public Art Project, June 11, 2021





Education:

- Master in Landscape
 Architecture (MLA) program,
 Kansas State University, 1982-1983
- B.S. Degree Landscape Horticulture, Kansas State University, 1973
- A.A. Degree Butler County Community College, 1971

Registrations:

- Licensed Landscape Architect:
- #962 State of Colorado
- #325 State of Kansas

Memberships:

- American Society of Landscape Architects (ASLA)
- ASLA Healthcare and
 Therapeutic Design Professional
 Practice Network
- Therapeutic Landscapes Network

Experience:

- Hittle Landscape Architects Principal-In-Charge, 1993 – Present
- Horticultural Services, Inc. Sr. Landscape Architect, 1983 -1993
- Kansas State University Horticulture Dept. Instructor, 1979-1981
- Kansas State University LACP Design Staff, 1980-1981
- Nature's Way Landscape, Inc. Owner/Designer, 1973-1980

Firm Contacts / Website:

Mobile: 785.477.3337 Email: tjhittle@kansas.net

Website: http://www.kansas.net/~tjhittle/l_arch.html

Revised: Thursday, July 08, 2021

Thomas J. Hittle, ASLA President - Hittle Landscape Architects Bio:

Thomas J. Hittle, President of Hittle Landscape Architects (HLA), has over 48 years experience in Landscape Architecture, design-build, and as a design instructor at Kansas State University, Manhattan, KS. His experience extends into public plazas, streetscapes, therapeutic landscapes, healing gardens, multidisciplinary collaborative and sustainable landscape projects both as a prime and a sub-consultant to numerous individuals, corporations, and A-E firms. HLA provides state-of-the-art AutoCAD designs, digital imaging, and provides construction administration services that have led to several regionally



recognized and Award Winning Projects. Hittle Landscape Architects is a Landscape Architecture collaborative firm offering creative professional design services in CO, KS, IA, OK, and NE

Streetscape Projects:

Manhattan, KS – North End Redevelopment Streetscape, 3rd Street Pocket Park, Osage Street Pocket Park; **Anderson Avenue Storm Drainage & Street Improvements, **Tuttle Creek Blvd Beautification Storm Drainage Projects – Phase 1 & 2;; Chanute, KS – Osa-Martin Heights Subdivision Study; Junction City, KS – Jackson Street Storm Drainage Improvements; Wichita, KS – Lincoln & Edgemoor Streetscape; Hutchinson, KS – Lorraine Streetscape Improvements; Great Bend, KS – Streetscape Irrigation, El Dorado, KS – Streetscape Irrigation

Plazas, Public, & Corporate Landscape Projects:

Manhattan, KS – Strasser Village Apts; Kansas State University Bluemont College Memorial Plaza; Mercy Regional Health Center Downey Family Plaza; Mercy Regional Health Center Dining Plaza; Central National Bank, Landscape; Manhattan Marketplace Plaza, Pocket Parks, Streetscape; North End Redevelopment – Phase Two Topeka, KS – **Blue Cross/Blue Shield Data Center Plaza; **Quincy Street Station Mass Transit Plaza; Blue Cross/Blue Shield Campus Expansion Phase One & Two; Aldersgate Village Main Entry Plaza; Red Lobster Restaurant Landscape; Olive Garden Restaurant Landscape; Payless ShoeSource World Headquarters, Security Benefit Group - New Corporate Headquarters Plaza & Campus Master Plan; Capital Plaza Hotel Landscape & Irrigation, Kansas Medical Center Master Landscape Plan; Midwest Health Services, Inc – Corporate Offices Landscape Master Plan; Kansas Army National Guard – Secure Entry; Junction City, KS – Geary County Courthouse 100th Anniversary Landscape Renovation; Central National Bank 6th Street Bank; Central National Bank West Jackson Branch Bank

Therapeutic Landscapes / Sr. Living Facilities / Hospitals / Churches:

Manhattan, KS – Mercy Regional Health Center – Central Healing Garden, Dining Plaza; First United Methodist Church Courtyard; Stoneybrook Retirement Community, Assisted Living Facilities & Therapeutic Garden; Homestead of Manhattan Landscape Renovation Plan; Meadowlark Retirement Community – Stillman Cemetery Master Plan, St. Isidore's Catholic Student Center PUD; Topeka, KS - St. David's Episcopal Church Master Landscape Plan; Columbarium Lighting & Irrigation; Christ The King School Landscape Master Plan; Lexington Park Assisted & Independent Living Master Plan; Lexington Park Nursing Master Plan; Lexington Park Assisted Living Master Plan; Fairlawn Heights Landscape Renovation; Owasso, OK – Homestead of Owasso Retirement Community & Alzheimer's Master Plan; Chariton, IA – Northridge Asst. Living Facility Master Plan; Osceola, IA – Homestead Memory Care Therapeutic Garden; Alma, KS – Alma Retirement Community Main Entry; Emporia, KS - St. Andrews Episcopal Churchyard/Columbarium; Larned, KS – State Security Hospital Landscape Master Plan; Salina, KS – Holiday Resort Sub-Acute Facility; Holiday Resort Nursing Facility; Halstead, KS – Halstead Health & Rehab. Facility Master Plan; Wichita, KS – Midwest Homestead of Wichita Master Plan; Overbrook, KS – Brookside Manor Asst. Living; Lansing, KS – Twin Oaks Retirement Campus; Lawrence, KS - Pioneer Ridge Retirement Community Master Plan; Wamego, KS – Valley Vista Good Samaritan Therapeutic Garden; Garden City, KS - The Ranch Sr. Living Facility, Salida, CO – Pinon Development/Poncha Townhouses Master Plan

Master Plans, Parks, & Estates:

Manhattan, KS – Colbert Hills Golf Course Founders Villas Master Landscape Master Plan; Holton, KS – Rafters Park Master Plan; St. Marys, KS – Historical Museum Master Plan; Topeka, KS - Indian Hills Elementary School Outdoor Interpretive Trail; Brookfield-Pondview Subdivision Master Open Space & Trail Plan; Salida, CO - Don & Pam Dubin – Residence Master Plan; Salida, CO – Anderson Residence Master Plan; Salida, CO – Mesa Townhouses (Pinon Development)

**Award Winning or Recognized Project - includes some work done under other firm names.

Via Christy Regional Medical Center Central Courtyard

Manhattan, KS
Construction Cost: \$350,000







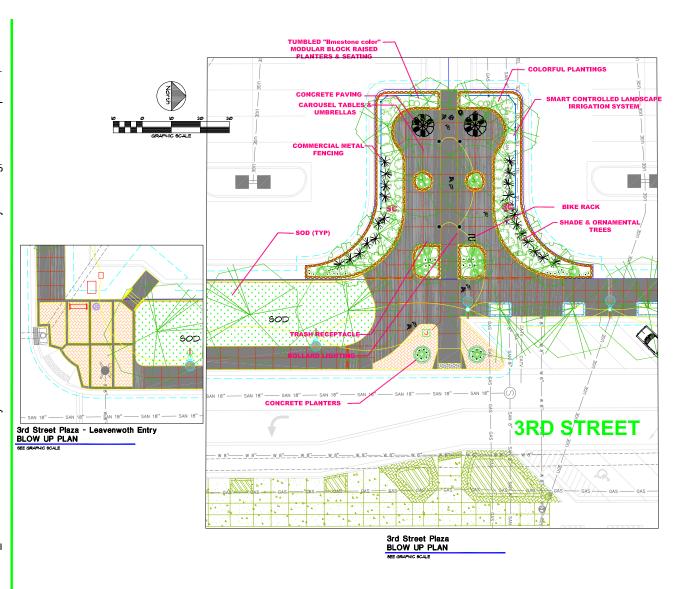




3rd Street Pocket Park

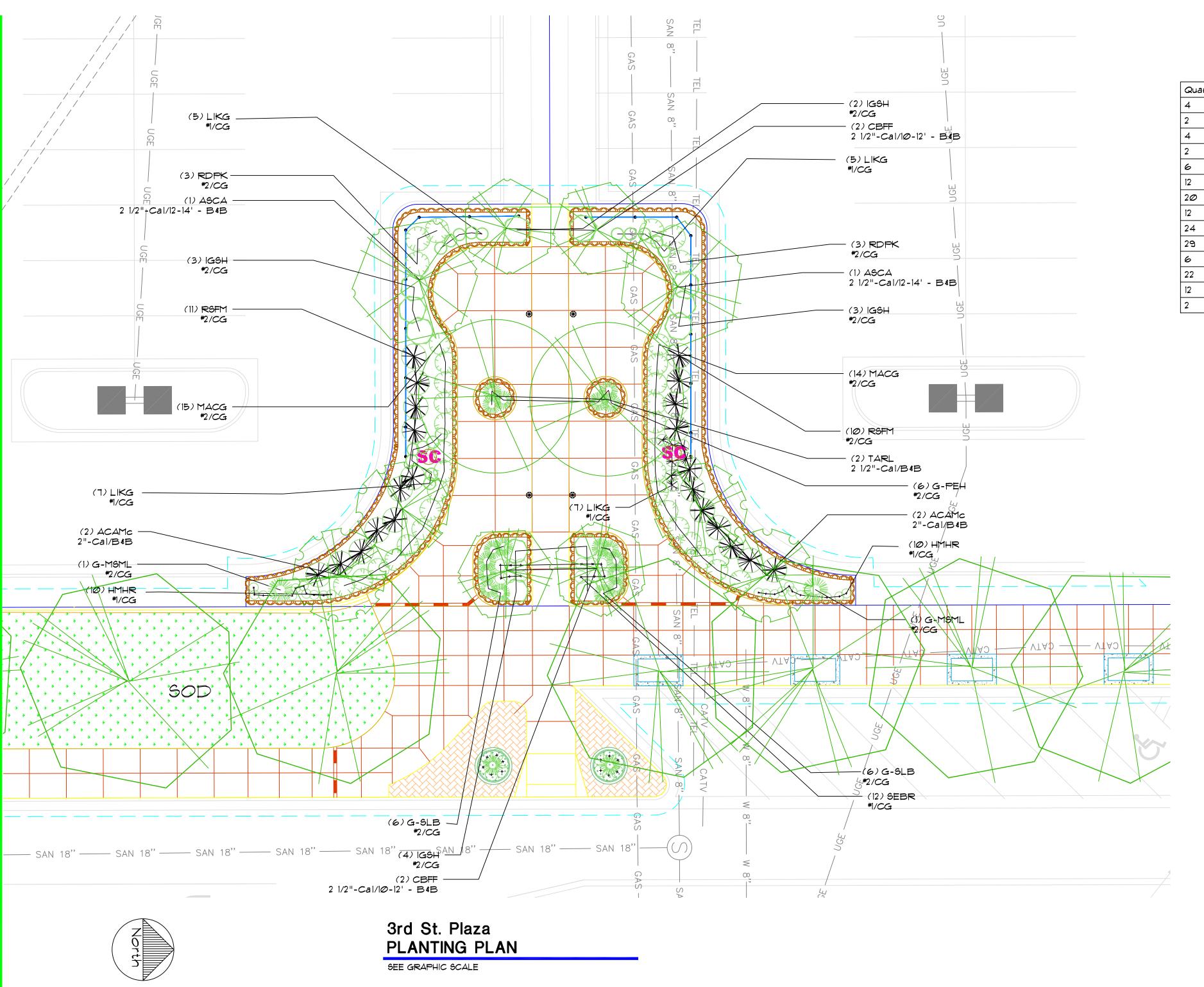
Manhattan, KS
Construction Cost: \$185,000





POCKET PARKS & STREETSCAPE North End Amended PUD North End Redevelopment Manhattan, KS.

Ord Sreet Plaza



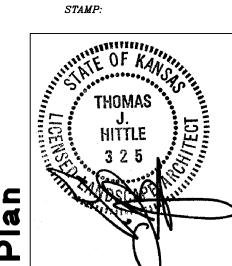
3rd Street Plaza (only) PLANT TABLE

MASTER PLANT TABLE

Quantity	Code Name Scientific Name Common Name		Common Name	Planting Size		
4	ACAMc	Acer ginnala	Amur maple(clump)	2"-Cal/B\$B		
2	ASCA	Acer saccharum 'Caddo'	Caddo Sugar Maple	2 1/2"-Cal/12-14' - B&B		
4	CBFF Carpinus betulus 'Frans Fontaine' Frans Fontaine Columnar Hornbeam		2 1/2"-Cal/lØ-12' - B\$B			
2	G-MSML Miscanthus sinensis 'Morning Light' Morning Light maiden grass		#2/CG			
6	G-PEH	Pennisetum spp. 'Hamelin'	'Hamelin' Dwarf Fountain Grass	#2/CG		
12	G-SLB	Schizachyrium scoparium 'Blaze'	Little Bluestem 'Blaze'	*2/CG		
20	HMHR	Hemerocallis 'Happy Returns'	Happy Returns daylily (brt. yellow)	#1/CG		
12	IGSH	llex glabra 'Shamrock'	Shamrock Inkberry Holly	#2/CG		
24	LIKG	Liatris spp. 'Kobold'	Kobold purple gayfeather	#1/CG		
29	MACG	Mahonia aquifolium 'compacta'	Compact grape holly	#2/CG		
6	RDPK	Rosa 'Double Pink Knock Out'	Double Pink Knock Out Shrub Rose	#2/CG		
22	RSFM	Rosa spp. "Fire Meidiland"	Fire Meidiland Shrub Rose	*2/CG		
12	SEBR	Sedum spectabile 'Brilliant'	Brilliant sedum	#1/CG		
2	TARL	Tilia americana	Redmond linden	2 1/2"-Cal/B#B		

STREETSCAPE ્યુ PARK

POCKET North En STAMP:



Planting

LANDSCAPE LEGEND

- EXISTING TREES/SHRUBS/PERENNIALS and the second covered perennials or ground covered by the second - PROPOSED PERENNIAL GRASSES - 30" EXP. AGG. CONCRETE PAVER (TYP)
- STEEL EDGING (TYP - SEE DETAIL) + - BUILDING WATER HYDRANT (TYP) angle
ightarrow - Building downspout (typ) - BURIED DOWNSPOUT OR SLEEVE(TYP) - EXISTING TREES/SHRUBS/PERENNIALS - TO BE PRUNED EXISTING TREES/SHRUBS/PERENNIALS - TO BE TRANSPLANTED -BOULDER / ORNAMENTAL ROCK 🍮 🧳 - RETAINING WALL (SEE NOTES FOR ACTUAL MATERIALS)

GRAPHIC SCALE





Osage Street Pocket Park

Manhattan, KS
Construction Cost: \$119,000





"Osage Street" Pocket Park
BLOW UP PLAN
SEE GRAPHIC SCALE

LANDSCAPE ARCHITECTS

Nonhattan, KS 66505-0083

voice: (785) 539-7772

ALL IDEAS, DESIGNS, AND PLANS INDICATED OR REPRESENTED BY THIS DRAWING ARE OWNED BY AND THE PROPERTY OF HITLE LANDSCAPE ARCHITECTS. NONE OF THE IDEAS, DESIGNS, OR PLANS SHALL BE USED BY OR DISCLOSED TO ANY PERSON, FIRM, OR CORPORATION FOR ANY PURPOSE WHATSOEVER WITHOUT THE WRITTEN PERMISSION OF HITLE LANDSCAPE ARCHITECTS. WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALE DIMENSIONS. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND

POCKET PARKS & STREETSCAPE North End Redevelopment North End Amended PUD

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CHECKED:

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Osage St. Park (only) PLANT TABLE

Quantity	Code Name	Scientific Name	Common Name	Planting Size		
4	ACAMc	Acer girnala	Amur maple(clump)	2"-Cal/B4B		
16	BO6N	Boltonia asteroides 'Snoubank'	Snoubank boltonia	9/CG		
7	G-MSML	Miscanthus sinensis 'Morning Light'	Morning Light maiden grass	12/CG		
4	G-SLB	Schizachyrium scoparium 'Blaze'	Little Bluesten 'Blaze'	9/CG		
16	HMBE	Hemerocallis 'Black Eyed Stella'	Blk. Eye. Stella daylily	4/CG		
12	HMST	Hemerocallis 'Stella D'Oro'	Stella D' Oro dayilly	9/CG		
23	HYP6	Hypericum frondosum 'Sunburst'	Sunburst hypericum	2/CG		
9	IGSH	Ilex glabra 'Shamrock'	Sharrock inkberry Holly	2/CG		
18	JAHI	Juniperus virginiana "Hillspire"	Hillapire Juniper	6-8'/B4B		
8	LIKG	Liatris app. 'Kobold'	Kobold purple gayfeather	9/CG		
Б	MACG	Mahonia aquifolium 'compacta'	Compact grape holly	2/CG		
1	MLFC	Malus spp. '8argentil'	Sargent flw. crab (tree form)	2"-Cal/B4B		
3	PYCA	Pyrus calleryana 'Capital'	Capital Pear	2 1/2"-Cal/lØ-12" - B4B		
5	RATH	Rhamnus frangula 'Columnaris'	Tallhedge	4-5'/B4B		
3	ROPK	Rosa 'Double Pink Knock Out'	Double Pink Knock Out Shrub Rose	2/CG		
13	ROFM	Rosa spp. 'Fire Meidiland'	Fire Meidiland Shrub Rose	2/CG		
12	SPGM	Spirea Japonica 'Goldmound'	Goldmound spirea	2/CG		
1	TARL	Tilia americana	Redmond linden	2 1/2"-Cal/B4B		
1	UHPH	Ulmus (hybrid) 'Patriot'	Patriot Hybrid Elm	2 1/2"-Cal/B4B		







POCKET PARKS & STREETSCAPE North End Redevelopment North End Amended PUD

Manhattan, KS.



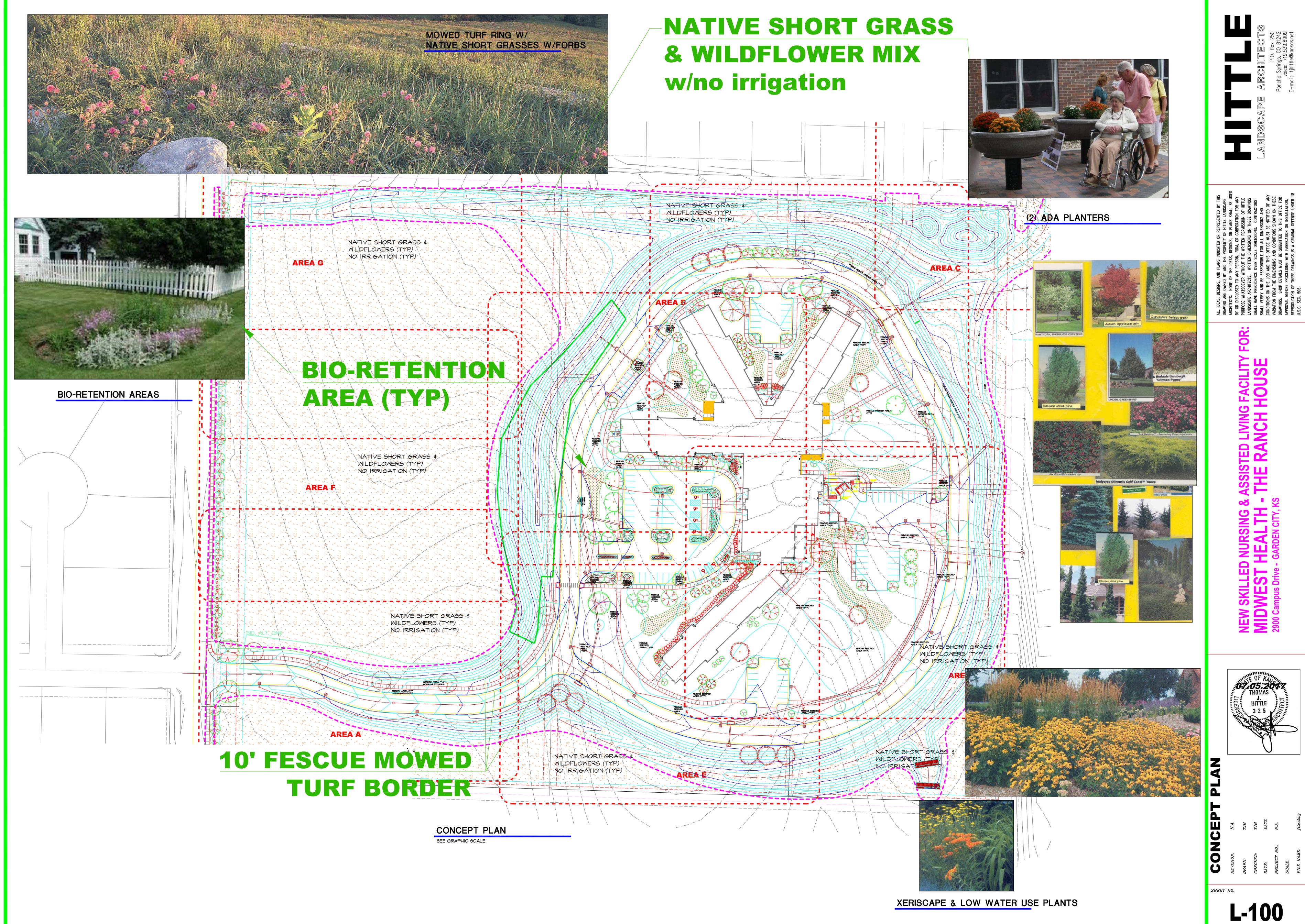




The Ranch Senior Living Facility Master Plan

Garden City, KS
Construction Cost: \$260,000





Professional References





Thomas Hittle <tjhittle@gmail.com>

Fwd: Hittle Landscape Architects

Allen, Richard <Richard.Allen@uhsinc.com>
To: "tjhittle@gmail.com" <tjhittle@gmail.com>

Mon, Jul 5, 2021 at 2:16 PM

Sent from Workspace ONE Boxer

----- Forwarded message -----

From: "Allen, Richard" < Richard. Allen@uhsinc.com>

Date: Jul 2, 2021 12:37 PM

Subject: Hittle Landscape Architects

To: tjhittle@kansas.net

Cc:

To whom it may concern:

I am sending this e-mail in order to highly recommend Hittle Landscape Architects for your impending project in Salida, Colorado. I have had the privilege of knowing Mr. Hittle for over twenty years and am very well versed of his accomplishments - particularly in Manhattan, Kansas. Mr. Hittle is well respected for the impact he has had on what is now a community of nearly 60,000 people. Aside from his critical work in assisting Manhattan City to re-imagine its downtown core, he has performed outstanding work for Mercy Regional Medical Center (now known as Ascension Via-Christi Hospital of Manhattan).

I served as President/CEO of Mercy Regional for nearly 10 years. During my tenure, one of my greatest accomplishments was a total redesign and rebuild of the hospital campus. The project, which included the replacement of all patient rooms and the majority of all clinical services, consisted of the redevelopment of 50,000 sq.ft. of original hospital space and the new construction of a 150,000 sq.ft. tower. The site presented unique challenges relative to significant elevation differences. Ultimately, the goal was to create a unique environment for our patients, providers, and staff. The hospital was designed to incorporate outside space as much as possible. After in depth discussions, we made the fortunate decision to engage Hittle Landscape Architects to design and manage the development of the outdoor space, which included an outdoor dining area with a central fountain, a welcoming entrance, and a third floor outdoor courtyard which utilized trellises, planting zones and seating in such a way to create a level of privacy for our patients and their families. The crowning achievement was the creation of a centralized courtyard which visitors, patients, and the community could immediately see through a two story glass curtain wall as they entered through the hospital's main entrance. The courtyard could be entered from two different levels, a benefit created by the significant elevation difference between the older hospital and the new tower. The project didn't stop there - the Hittle team was able to create a walking path with stairs that allowed a connection between the lower patio and the upper garden area. The upper area includes a wooden bridge which crossed the waterfall and adjoining pool. The area also includes a private "healing garden" with flowers and foliage, brilliant colors and ever changing fragrances. Finally, at the upper entrance into the hospital, TJ created a brick courtyard honoring those that donated to make the hospital expansion a reality. The bricks surround a statue of a woman with her young daughter in hand – a true celebration of life.

TJ hit an absolute home run with the project by tastefully incorporating a waterfall and large pool area which led to a patio which has been enjoyed by patients and the public for years. I would encourage you to pull up the Via-Christi Manhattan project on the HMN Architects web-site in order to gain a better understanding of TJ's contributions to what became an award winning development. There is no question - Hittle Landscape Architects is the real thing. I wish you best on your planned project.

Sincerely,

Richard Allen

Richard (Dick) Allen CEO richard.allen@uhsinc.com Office (661) 382-5718

Palmdale Regional Medical Center | 38600 Medical Center Drive, Palmdale, CA 93551

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James (Jim) Sherow
City Commissioner and Mayor
of Manhattan, Kansas, 2007 - 2013
591 Edgewood Drive
Campbell River, BC V9W 8H1
(250) 203 4455 jsherow@gmail.com

Salida Public Arts Commission 448 E. First Street, Suite 112 Salida, CO 81201

Dear Commissioners

I understand that the Commission is requesting proposals from architectural firms for the renovation of a 5,578 square foot site in the city into an "adventurous space that celebrates the diversity of spirit" of Salida. For this project I can easily, and enthusiastically, speak to the superb qualifications of Hittle Landscape Architects.

I served as a city commissioner and mayor for Manhattan, Kansas when the city was engaged in a sweeping downtown redevelopment project. After considerable public debate, and numerous hearings and meetings, the public and governing body reached a consensus on design guidelines for the north and south ends. The north end incorporated the retail and residential components of the project. The guidelines stipulated attractive, pedestrian friendly landscaping, and the final plan called for two pedestrian/bike friendly pocket parks.

When requests for proposals were submitted, one application stood out above all the others. T.J. Hittle's proposal won unanimous approval for exceptional design. His firm also had a proven ability to deliver on schedule and within budget. Mr. Hittle has a keen eye for complementing plant and hardscape. His design anticipated heavy public use without sacrificing beauty, durability and sustainability. Even when city management reduced the landscaping budget Mr. Hittle showed exceptional flexibility and creativity by altering his plans without compromising his initial vision. Ultimately, it was a pleasure for me to watch as the plants in the parks matured creating charming green havens for residents and shoppers in the district.

Both pocket parks are now living testimonies to Mr. Hittle's landscaping abilities and artistry. His work for the city was professional in every respect. Without reservation, I highly recommend Mr. Hittle for the park project in your city. Please feel free to call or email me with any questions you may have.

Sincerely yours,

James Sherow



July 5, 2021

To Whom It May Concern:

A few years ago, Tom Hittle, principal of Hittle Landscape Architects, prepared the plans and renderings for my Mesa View Townhomes project in Poncha Springs, CO. Mesa View is a forty unit townhome community which Tom provided hardscape and landscape plans for the project which included private residences as well as common areas.

Tom was very professional and prompt in all of his work; from the initial schematic designs into working drawings and then inspecting the work as it was in progress. During the entire process, I found Tom to be very open to changes and input from other parties. Tom paid particular attention to how it would appear when the landscape became mature. I am pleased to say that four years later, Tom's knowledge and attention to detail has paid off, the project looks fantastic.

I heartily recommend Hittle Landscape Architects for any future work.

Sincerely,

Richard Edgington

President - Pinon Development Corp.

MOBILE: (719) 221-0615

Friday, July 2, 2021

To whom it may concern:

This is a letter of reference for Hittle Landscape Architects and Tom Hittle. Tom did the design and over saw the installation of a large landscape project at our home here in Salida. We live on 15 acres along the Arkansas river north of town.

Mr. Hittle did an exceptional job on both the design and overseeing of the construction. Tom is extremely knowledgeable in the type of plants that will do best in our mountain climate. Tom is a consummate professional and I would highly recommend him for any type of landscape project regardless of the scope and size.

I would be more than happy to show anyone our property, and the stellar results that we now enjoy every day at our home.

Don Dubin 9777 CR 163 Salida, CO (775) 721-0224 ddubin@icloud.com

Fee Proposal & Scope of Services

For the: City of Salida, CO – Public Art

Project, June 11, 2021





Thomas J. Hittle Landscape Architect, *ASLA*

Hittle Landscape Architects P.O. Box 250 Poncha Springs, CO 81242

Salida, CO office - 785.477.3337

Thursday, July 8, 2021

City of Salida 448 E. First Street, suite 112 Salida, CO 81201 Attn: Michael Varnum, Arts and Culture Director pac@cityofsalida.com

A Proposal for the
City of Salida, CO - Public Art Project
June 11,2021
Salida, CO

Dear Public Art Commission,

I appreciate the opportunity to present this *Proposal for Landscape Architectural Design Services*. I look forward to meeting with you on site to provide a better understanding about the initial needs of the Project.

I understand that we would work together to develop a Master Landscape Plan, from which the City of Salida would fund towards completion. Upon completion of a final design, I can provide related bidding and/or construction administration phase services to see your project through to completion.

I believe that I can provide a critical element of design experience and expertise that can help solve some site challenges, help provide the kind of natural yet functional site that you would like to see. At the same time, I believe that I can help provide ideas and direction to the design process that can add color, practical functionality, and help minimize long-term maintenance issues.

My experience with projects like yours is considerable. More importantly, these projects have been successful. After discussing the Project with you, reviewing the Project needs, I am pleased to submit this proposal for Landscape Architectural Services for the above referenced Project.

This Agreement, effective as of 07.16.2021, is by and between Hittle Landscape Architects (HLA) and *the City of Salida, CO* (Owner) for the following Project: *City of Salida, CO - Public Art Project - June 11, 2021 - Salida, CO*

The Scope of Services by Hittle Landscape Architects (HLA) will include:

- 1. Preliminary Site Studies:
 - 1.1. Up to one site visit for information gathering.
 - 1.2. Photographic study.
 - 1.3. A complete site survey providing topographic details, drawings, and a (CAD) file by a local Surveyor.
 - 1.4. HLA will prepare a set of CAD base maps using the above Survey for use in the design phase of the Project.
 - 1.5. The Owner to advise HLA of any known or suspected contaminants at the Project site.
 - 1.6. HLA shall have no responsibility for existing site conditions.
 - 1.7. One (1) PAC Kickoff Meeting review of comments and concerns
- 2. Preliminary Plan Design Phase to include:
 - 2.1. A preliminary large scale drawing of the overall building site, proposed construction materials and proposed plant materials with material sizes and notes included, and color plant & construction material photos.
 - 2.2. A detailed plan blow-up if needed
 - 2.3. One (1) rendered perspective sketch by a Salida artist
 - 2.4. One (1) meeting with the PAC and preliminary plan presentation
 - 2.5. One (1) meeting with the City Council and preliminary plan presentation
- 3. Final Plan Design Phase to include:
 - 3.1. Revisions, as requested, to the Preliminary Plan
 - 3.2. A large scale drawing of the overall building site, proposed construction materials and proposed plant material photos.
 - 3.3. A detailed plan blow-up if needed
 - 3.4. One (1) meeting with the PAC and final plan presentation
 - 3.5. One (1) meeting with the City Council and final plan presentation
- 4. The Owner acknowledges that any plans, drawings and other documents prepared during the Design Phases are not intended for construction. Construction documents shall be prepared only as a part of the Bid & Construction Administration Phase.
- 5. Professional Liability Insurance Policy \$250,000 limit
- 6. General Liability Insurance Policy \$1,000,000 limit
- 7. Bid & Construction Administration Phase services would be rendered on a lump sum basis and typically includes:
 - 7.1. Revised estimate of probable construction costs
 - 7.2. Project Manual & Specifications
 - 7.3. Construction details
 - 7.4. Engineering details, if needed
 - 7.5. Architectural details, if needed
 - 7.6. Bid processing
 - 7.7. General site observation

The design services outlined above will be billed on a lump sum basis, not to exceed: \$12,619. The fee total includes Landscape Architectural design fees and all reimbursables. HLA will submit a request for progress payments, monthly, in accordance with services and expenses incurred, not to exceed the total lump sum.

Additional Services, beyond the Scope of Services outlined above and as described in the attached General Conditions, shall be negotiated separately as an amendment and shall be provided when requested by the Owner. Landscape Architect agrees to provide its

professional services in accordance with generally accepted standards of its profession. Landscape Architect agrees to put forth reasonable efforts to comply with codes, laws and regulations in effect as of the date of this agreement.

I can proceed as soon as I receive a signed confirmation of acceptance, via email or mail. My current workload is heavy however I will make every effort to provide any critical pieces of the project in a timely fashion. When you approve this proposal, which includes the attached General Conditions, please sign below and email a scanned copy or mail a copy back to my office.

My firm is dedicated to providing quality Landscape Architectural design services. I am confident that Hittle Landscape Architects can make a real difference in this Project, the reduction of maintenance costs, and in providing the image that will result from a well-conceived and implemented landscape master plan. I will look forward to hearing from you at your earliest convenience.

Best Regards,

Thomas J. Hittle, ASLA

President - Hittle Landscape Architects

Accepted by:	Title:	Date:	
. ,		SalidaPACProject2021 des p	ro070120
		21.doc	

Hittle Landscape Architects

General Conditions [to the attached proposal and Scope of Services]

File: General Conditions rev 04.26.16.doc

Revised: Thursday, July 08, 2021

1. Additional Services

- 1.1. Additional services may be provided upon the request of the Owner. These additional services, beyond the Scope of Services, will be on the quoted hourly basis of \$78.00 plus reimbursable expenses as listed below.
- 1.2. These additional services and fees shall be added to this Agreement by written confirmation by HLA of on-site, phone or other conversations.
 - 1.2.1. Feasibility studies.
 - 1.2.2. Estimates of probable construction cost, above those spelled out in the Scope of Services.
 - 1.2.3. Additional areas added to the Project, or other changes in the Project, including but not limited to, size, quality, complexity or the Owner's schedule.
 - 1.2.4. Review and/or authorization for payment of subcontractor invoices.
 - 1.2.5. Revisions or changes in approved drawings.
 - 1.2.6. Preparation of alternatives, addenda, and/or change orders.
 - 1.2.7. Services with respect to replacement of any work damaged during construction.
 - 1.2.8. Services required as a result of the default, insolvency, or dismissal of any Project contractor or sub-contractor.
 - 1.2.9. Preparation of record drawings.
 - 1.2.10. Providing services if revisions to design or construction documents are required because of changes requested by the Owner, Contractor, or regulatory agency in the construction process.
 - 1.2.11. Providing construction observation beyond that outlined out in the Scope of Services.

2. Services NOT provided by HLA include, but are not limited to

- 2.1. Any type of soils or subsoil tests.
- 2.2. Any type of sub-surface or Geo-Tech investigations.
- 2.3. Coordination of installation contractor services.
- 2.4. Property surveys, plot plans, topographic surveys, and professional services beyond that outlined in the Scope of Services.
- 2.5. Revisions or changes to services because of the enactment, interpretation or revision of codes, laws or regulations.
- 2.6. Maintenance or follow up observation after completion of Project.

3. Reimbursable Expenses

- 3.1. The following costs and expenses incurred in connection with Additional Services shall be reimbursed at HLA's cost if Additional Services are required:
- 3.2. Cost of blueprints, plotting, copies, details, mailings and other printed materials required in connection with Additional Services.
- 3.3. Cost of transportation and travel at \$.57/mile.
- 3.4. Cost of overnight lodging expenses for Projects over 150 miles from Salida, CO.
- 3.5. Long distance telephone, fax, and other data transmission costs.
- 3.6. Fax transmissions at \$1.00/sheet.
- 3.7. Pro-rated professional liability insurance.
- 3.8. Photographic services, film and processing.
- 3.9. Special renderings, sections, and sketches requested.
- 3.10. Fees for additional consultants and/or tests required for work at the request of the Owner.

4. Accounts

- 4.1. Accounts are due within thirty days of the invoice date.
- 4.2. HLA may, upon request, grant an extension to accommodate the Owner's normal billing cycles.

Authorization to Proceed

5.1.If HLA is authorized to commence and/or continue providing its services, either orally or in writing, prior to the execution of a written accepted proposal, such authorization shall be deemed an acceptance of the attached proposal. Such services shall be provided and compensated for in accordance with the terms and conditions contained herein as though this proposal were fully executed.

6. Ownership of Documents

- 6.1. Original drawings (by HLA) and other documents of services are the property of HLA and cannot be used on other Projects, additions to this Project or used by others, except by written agreement from HLA.
- 6.2. All instruments of professional service prepared by Landscape Architect, including, but not limited to, drawings and specifications, are the property of Landscape Architect, and these documents shall not be reused on other projects without Landscape Architect's written permission.
- 6.3. Landscape Architect retains all rights, including the copyright in its documents.
- 6.4. Owner or others cannot use Landscape Architect's documents to complete this Project with others unless Landscape Architect is found to have materially breached this Agreement.
- 6.5. Landscape Architect reserves the right to include representations of the Project in its promotional and professional materials.

7. Credits and Acknowledgment

- 7.1. HLA shall be given proper credit and acknowledgment for services.
- 7.2. HLA shall be recognized along with other professional consultants on any news releases, Project title sheets, and construction site display boards.

B. Delay

8.1.HLA shall not be held responsible for any delays in the performance or progress of the work or be liable for damages sustained by the Owner or others resulting from such delays.

9. No Assignment

9.1. Neither party can assign this Agreement without the other party's written permission.

10. Insurance

HLA carries commercial general liability, automotive liability, and professional liability insurance (\$250,000 – maximum). Certificates of insurance are available on request.

11. Termination and Suspension of Services

11.1.It is understood that these services may be terminated upon twenty days written notice by either party.

In this event, HLA shall be compensated for all services performed and expenses incurred prior to the termination at the rates and reimbursable expenses set forth in the proposal attached and these General Conditions.

- 11.2.Upon not less than seven days' written notice, Landscape Architect may suspend the performance of its services if Owner fails to pay Landscape Architect in full for services rendered or expenses incurred.
- 11.3.Landscape Architect shall have no liability because of such suspension of service or termination due to nonpayment.

2 Revocation

12.1.This proposal shall be considered revoked if not accepted within thirty days of the proposal date.

13. Miscellaneous

- 13.1. This Agreement is governed by Colorado law.
- 13.2. This Agreement is the entire and integrated agreement between the Owner and HLA and supersedes all prior negotiations, statements or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and HLA. Neither party can assign this Agreement without the other party's written permission.
- 13.3.The Owner agrees to indemnify and hold HLA harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expenses, including, but not limited to, reasonable attorneys' fees and all legal expenses and fees incurred through appeal, and all interest thereon, accruing or resulting to any and all persons, firms or any other legal entities on account of any damages or losses to property or persons, including injury or death, or economic losses, arising out of the Project and/or the performance or non-performance of obligations under this Agreement, except to the extent such damages or losses are found by a court or forum of competent jurisdiction to be caused by HLA's negligent errors or omissions.
- 13.4. Should any legal proceeding be commenced between the parties to this Agreement seeking to enforce any of its provisions, including, but not limited to, fee provisions, the prevailing party in such proceeding shall be entitled, in addition to such other relief as may be granted, to a reasonable sum for attorneys' and expert witnesses' fees, which shall be determined by the court or forum in such a proceeding or in a separate action brought for that purpose. For purposes of this provision, "prevailing party" shall include a party which dismisses an action for recovery hereunder in exchange for payment of the sum allegedly due, performance of covenants allegedly breached, or consideration substantially equal to the relief sought in the action or proceeding.
- 13.5.The Owner acknowledges and agrees that proper Project maintenance is required after the Project is complete. A lack of or improper maintenance may result in damage to property or persons. The Owner further acknowledges that, as between the parties to this Agreement, the Owner is solely responsible for the results of any lack of or improper maintenance.
- 13.6.HLA agrees to provide its professional services in accordance with generally accepted standards of its profession. HLA will make reasonable efforts to comply with codes, laws and regulations in effect as of the date of this agreement. HLA shall perform its services as expeditiously as is consistent with professional skill and care and the orderly progress of the Project, but not subject to any firm schedule or completion date. Owner acknowledges that Owner-directed changes, unforeseen conditions, and other delays may affect the completion of HLA's services. Owner waives any and all claims for consequential, incidental, and business interruption damages directly or indirectly related to the timeliness of the commencement, undertaking, and completion of HLA's services. In no event shall HLA have control over or responsibility for any contractor or vendor's performance schedule.
- 13.7.In recognition of the relative risks and benefits of the Project to both Owner and HLA, the risks have been allocated such that Owner agrees, to the fullest extent permitted by law, to limit the liability of HLA to Owner for any and all claims, losses, costs, damages of any nature, or claims expenses from any cause or causes, so that the total aggregate liability of HLA shall not exceed the design fee under this Agreement. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, and breach of contract or warranty.
- 13.8. The Owner understands and acknowledges that the design and construction process for this Project poses certain risks to both HLA and the Owner. The Owner further understands and acknowledges that the amount of risk that HLA can accept is tied, in part, to the amount of compensation received for services rendered. HLA's fee for the services offered is based on the Owner's agreement to limit HLA's liability as described below. The Owner further acknowledges that were it not for this promise to limit HLA's liability, HLA's compensation would need to increase to address the risks posed by this Project. The Owner, therefore, acknowledging its right to discuss this provision with legal counsel experienced in the design and construction process, as well as other design professionals, voluntarily agrees that, to the fullest extent permitted by law, HLA's total liability to the Owner for any and all injuries, claims, liabilities, losses, costs, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, HLA's negligence, errors, omissions or breach of contract, shall not exceed the total compensation received by HLA under this Agreement. This limitation of liability shall apply to the Owner's claims for damages as well as the Owner's claims for contribution and indemnity with respect to third party claims.
- 13.9.All claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to mediation under the auspices of a recognized, neutral third-party professional mediation service experienced in handling construction disputes, or other mediation method or service acceptable to the parties, prior to undertaking any other dispute resolution action. The cost of the mediation service shall be borne equally by the parties. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when the institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statutes of limitations.
- 13.10. Owner and HLA are and will be throughout the term of this Agreement independent contractors as to each other. Each party recognizes that it shall be solely responsible for its own conduct, including without limitation its own fault, as to any aspect of the Agreement. In the event any claim is made or any action is filed arising out of this Agreement or the services to be performed under it, the parties anticipate that each will defend said claim or action on its own behalf, and will pay, settle, or otherwise dispose of any demand or judgment against it. In the event either party is made to respond in damages for the fault of the other party, then the other party agrees to indemnify and hold harmless the first party from any payment that it has to make, including without limitation the payment of reasonable attorneys' fees incurred in resisting, settling, or otherwise disposing of the demand, on account of the other party's fault.
- 14. Limited Construction Phase Services

- 14.1.Notwithstanding any other term in this Agreement, Landscape Architect shall not control or be responsible for another's means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs, or for another's failure to complete the work in accordance with the plans and specifications.
- 14.2. Construction-phase services will be provided to determine the general progress of the work, but will not include supervision of the contractors, or of their means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs. Landscape Architect maintains the right but not the duty to recommend that Owner reject work that does not appear to conform generally to the plans and specifications. Landscape Architect shall not have any liability for recommendations made in good faith.
- 14.3.If construction-phase payment certification services are included in this agreement, such certifications for payment shall be a representation to the Owner that, to the best of Landscape Architect's knowledge, information and belief, the work has progressed to approximately the point indicated. Such certification shall be subject to any noted qualifications by Landscape Architect and shall not be a representation that Landscape Architect has supervised the work, reviewed means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs of the contractors, or that Landscape Architect has reviewed how or for what purpose the contractor has used or intends to use the contract funds.

15. No Third Party Beneficiaries

15.1.Nothing in this agreement is intended to create a contractual relationship for the benefit of any third party. There are no intended beneficiaries of this agreement except Landscape Architect and Owner.

revised: 7/6/2021

HLA DESIGN PROPOSAL	CLIENT: City of Salida, CO							
Summary Sheet	PROJECT: Public Art Project -				- 1st & G Street			
Date: 07.03.2021	ADDRESS/CITY: Salida, CO							
File: Salida_PublicArtProject2021_DESPRO.xls SCOPE OF SERVICES	PHONE	i:	Surveying		Artist Sketch	FAX:		
PROJECT FEE SUMMARY	\$	9,819	\$ 1,7	700	\$ 1,100	\$	-	\$ -
PROJECT TOTAL:	\$	12,619						