

# LINDEN LANDSCAPE ARCHITECTS

## Site Planning

39 Parkview Drive  
Wethersfield, CT 06109  
860-899-9556  
www.llact.com

## Athletic Facilities



January 11, 2021

Mr. Brian Humes  
Jacunski Humes Architects, LLC  
15 Massirio Drive, Suite 101  
Berlin, CT 06037

Dear Brian:

The following is our proposal for Landscape Architectural Design Services for the Jonathan Trumbull Library

located at 580 Exeter Road, Lebanon, Connecticut. This letter lists the program requirements and scope of services, as understood by us.

If you, the Client (JHA), concur with the following description of services and conditions that we, Linden Landscape Architects, LLC (LLA), will provide, please sign below and return a copy to us.

### **Program:**

- Project is an addition and alterations to the existing town library.
- Library is located on the Town Green, which is on the National Register of Historic Places.
- Site plans are being prepared by Megson Heagle & Friend (MHF), Glastonbury, CT.
- Landscape Planting Plan to comply with Town requirements.

### **Scope of Work (Design & Approvals):**

- Provide Landscape Planting Plan for inclusion in the zoning approval package.
- Research current zoning requirements as they pertain to this site.
- Plan will be prepared using base AutoCAD drawing file provided by MHF.
- Applicable details, plant list, notes and specifications necessary for approval and for bidding purposes will be included on the plan.
- Stamp and seal drawing as required by the Town for submission and for final filing.
- Initial design plan and two rounds of revisions based on comments from Owner and various Committees.

### **Scope of Work (Construction Administration):**

- Provide site visits to review progress of work, respond to questions and provide field directives if necessary with written report of each visit.
- Four site visits anticipated. Initial startup meeting with landscaper, during installation, punchlist and final approval.
- Review submittals.
- Provide punchlist report and final letter of acceptance.

**Meetings:**

- Assume all meetings will be virtual rather than in person. These meetings are included.
- If in person, additional fee of \$250 per meeting.
- Assume local review in addition to Planning & Zoning may also include: Conservation, Green Tree Replanting, Library Board, Library Building and Design Review Committees.

**Deliverables:**

- PDF versions of all plans during design for review as necessary.
- PDF versions of final plan, for our scope, for submission for approvals.
- PDF versions of final plan, for our scope, for bidding.

**Other Costs & Services**

None anticipated. If scope changes or other services are desired, additional fee will be negotiated.

**Reimbursables:**

None are anticipated.

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**Fee:**

Based on the above Program and Scope of Work, we require the following lump sum Fee:

Design & Approval Phase	\$ 3,500
CA Phase	<u>\$ 1,000</u>
<b>Total</b>	<b>\$ 4,500</b>

To be billed at completion of each phase.

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**Agreement:**

I have read and accept the conditions of the above and certify that I have the legal authority to enter into this agreement:

Accepted by: \_\_\_\_\_ Title: Principal Date: \_\_\_\_\_  
(JHA) Brian Humes

Accepted by:  \_\_\_\_\_ Title: Member / Owner Date: 01/11/2021  
(LLA) Thomas J. Linden