



PROPOSAL FOR LANDSCAPE ARCHITECTURAL SERVICES

ATTENTION:

Christine Tibbs, Assistant Director
Delray Beach Community Redevelopment Agency
20 N Swinton Avenue, Delray Beach FL 33444
561-276-8640

DATE:

September 2, 2025

Email: tibbsc@mydelraybeach.com

I. PROJECT DESCRIPTION

- 1.1 We are pleased to submit this proposal for landscape architectural services for the property located at 135 NW 5th Avenue, Delray Beach, FL. Our services cover the landscape beautification plans for the entire site.
- 1.2 There are no other consultants working on the project.

II. SCOPE OF SERVICES

Part I: Design Development

The services to be provided by the Landscape Architect will include:

1. Site inventory and Analysis to locate the existing trees and vegetation. We will develop a schematic landscape plan incorporating the client's goals and City landscape requirements. These plans will illustrate the layout and arrangement of the plant material for the front of the property. The tree disposition plan will be addressed showing trees to remain. The planting palette will be developed using a majority of native species keeping views into site open and inviting.
2. We will review the Design Development plans with the CRA and respond to all comments.

Part II: Construction Documents

Based on Design Development Approval, the Landscape Architect will proceed with the services as follows.

1. Final Tree Disposition Plan indicating trees to remain in place and trees to be removed or relocated. An existing tree chart, notes and specifications will be provided as well as mitigation requirements addressed.



2. Final Landscape Planting Plan indicating size, location, quantity, and species of plant materials to be used as well as landscape details and specifications. Any necessary landscape plan calculations will be provided. We will provide an itemized scope of work and cost estimate.
3. Client Meetings. We will review the construction documents with the client. AGTLAND P.A. will respond to all client and County comments.

Part III: Permitting

The plans will address all city code requirements and will be suitable for permit submission to the City of Delray Beach. AGTLAND P.A. will respond to all comments from the client and the City.

Part IV: Bidding Assistance and Construction Services

This phase of work will include time after permit submission such as permitting assistance with landscape contractors, consultation, meetings, bid review, plant selection review, and shop drawing review during the construction phase and inspections and inspection reports.

Part V: Additional Services

Plans for areas not defined in preliminary drawings, irrigation, arborist report, grading, structural and electrical engineering, work made necessary by the default of others, landscape lighting, revisions to previous approved plans will be considered additional services and will be authorized by the Client and be billed at the hourly rates below.

Principal Landscape Architect	\$225.00 per hour
Associate Landscape Architect	\$150.00 per hour
Staff Landscape Architect	\$95.00 per hour
Administration	\$70.00 per hour

III. BUDGET

PROFESSIONAL FEES: The Client shall pay the consultant for professional services \$4,000.00 based on the following hourly rates. All invoicing will be monthly and due within thirty (30) days. Drawings will not be released on past due accounts.

Part I: Design Development	\$1,500.00
Part II: Construction Documents	\$1,500.00
Part III: Permitting	\$500.00
Part IV: Bidding Assistance and Construction Services	\$500.00

IV. COMPLETION DATE

Part I: Design Development	1 weeks
Part II: Construction Documents	1 weeks
Part III: Permitting	administrative review depending on City (2-4 weeks)
Part IV: Bidding Assistance and Construction Services	2-4 weeks
Approximate Total	4 weeks

REIMBURSABLE EXPENSES

Color Copies 24" x 36"	\$6.00 each
Blank and White Copies 24" x 36"	\$1.50 each

CLIENT RESPONSIBILITIES

The Client would be expected to provide full information on site restrictions, pertinent engineering and a boundary and tree survey in AutoCAD format, program requirements, and to render appropriate decisions to guarantee satisfactory completion of required services.

ABANDONMENT OF PROJECT

If the Client finds it necessary to abandon this project at any state of progress, it is agreed that AGTLAND P.A. will be compensated for work completed, based on a percentage of completion of services and on reimbursable expenses.

Sincerely,



Carol B. Perez, ASLA

APPROVED _____ DATE _____
(AUTHORIZED SIGNATURE)