

AEGIS

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COST ~~ESTIMATE~~ AGREEMENT \$17,750

CLIENT City of Redlands

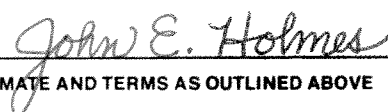
JOB NO. 120

DESCRIPTION Preparation of Historic Preservation Element, Ordinance, slide show, and design manual for the City of Redlands.

PROFESSIONAL SERVICE COSTS

PHASE I.	Orientation and analysis	\$1,200
PHASE II.	Preparation of Recommendations	6,300
PHASE III.	Slide Show	700
PHASE IV.	Design Guideline Manual	7,050
PHASE V.	Completing the Process	2,500
TOTAL PROJECT COST		\$17,750

TERMS Payment at the end of each phase.



SIGNATURE INDICATES APPROVAL AND ACCEPTANCE OF COST ESTIMATE AND TERMS AS OUTLINED ABOVE

DATE

I: ORIENTATION AND ANALYSIS

This phase will provide the basis for our entire proposal. It will include an on-site review of all historic resources, familiarization with the Historic Resources Inventory, and orientation meetings with city staff, other consultants (The Arroyo Group), property owners, and community groups. In addition, the consultants will review and collect appropriate background material relating to the project, including all past studies of historic resources; Redland's General Plan; past and present studies of the downtown; and past and present traffic and parking studies. This phase will end with a review of historic areas, the consolidation and organization of data on historic resources; a description of what work needs to be done on the Historic Resources Inventory; development of maps indicating historic areas; summaries of special characteristics of Redland's architecture, and a written analysis of Redland's General Plan, ordinances, and zoning designations. The analysis will extract any material which explicitly or implicitly relates to historic preservation. Problems and opportunities will emerge as work on Phase I progresses.

Location: Redlands and Claremont

Meetings: Informal meetings as required.

Products: Data consolidation, Background information, Analysis document, Maps of historic areas, Description of problems and opportunities.

II: PREPARATION OF RECOMMENDATIONS

We will prepare a preliminary report including alternatives for the General Plan, ordinances, designation program, (commercial, residential, and institutional) and new Historic and Scenic Preservation Commission responsibilities. During this phase the consultants will develop several alternative recommendations to be presented to decision makers and the community. These will include (1) The General Plan: A draft Historic Preservation Element will be prepared. It will include suggested narrative, goals, policies, and implementation recommendations. Additional policies for the Land-Use Element, Housing Element, Circulation Element, and Community Facilities Element may also be necessary. (2) Zoning Ordinance: Recommendations for general zoning designations for all historic areas; alternative amendments for Ordinance 1600. (3) Other tools helpful in carrying out a preservation program such as adaptive re-use, facade easements, historic building code, and incentive programs will be examined.

After a public workshop where alternatives are discussed and direction given on which alternatives are acceptable, the draft prepared at the beginning of Phase III will be revised and formalized into a General Plan and ordinance format including text and all required maps.

Location: Claremont and Redlands

Meetings: Informal meetings with city staff and task force

Public meeting to describe proposed alternative recommendations.

Products: First draft of alternative policies and laws for formal draft of Historic Preservation Element and other recommendations for the General Plan, Zoning Ordinance recommendations, and list of preservation tools.

III: SLIDE SHOW

This phase is necessary to capture the interest of and educate the broad community about preservation in Redlands so that citizens can make informed judgements about proposed preservation programs. Using the documentary photography and background material, Aegis will prepare a slide show and accompanying script. The script will describe Redland's historic resources, the processes recommended for preserving them, and the specific public policy changes being considered by the city. A slide show of this type is helpful in keeping the facts before the community. It would be intended to be shown to decision makers as well as to neighborhood groups and community groups such as Rotary, The Chamber of Commerce or the League of Women Voters.

Location: Redlands and Claremont.

Meetings: Informal meetings, as necessary to determine script content.

Product: Slide Show and script to be used to educate the public on the proposed City program.

IV: DESIGN GUIDELINES MANUAL

This manual will be an essential tool for decision makers and the public. The illustrated manual, approximately 24-32 pages, will include specific guidelines in layman's terms along with supporting graphics enabling the reader to visualize and quickly understand the general guidelines (which shall be suggested for inclusion in Ordinance 1600). The manual will be a legally adopted extension of Ordinance 1600 and a logical extension of the recently printed "Guidelines for Preservation of Registered Structures."

The design guideline manual will be prepared camera-ready by Aegis. Preparation will be most cost efficient if prepared simultaneously with the other phases of the project. To a large extent, this manual will be developed directly from the draft report, with the basic guidelines for the ordinance and graphics being modified and reused from the report. The manual is desirable so that the Historic and Scenic Preservation Commission and those proposing the work will be using the same information. The manual would include a certain amount of basic educational material describing principles of rehabilitation, restoration, additions, and new construction in historic areas. Additional background text would describe the special qualities and characteristics of Redlands and how the existing character of Redlands should be respected in revitalization or new construction. Perhaps the manual could be financed separately by a community donor with acknowledgement in the manual. The manual could be printed as a book or as a newsprint handout.

Location: Claremont and Redlands

Meetings: Informal meetings with city staff and task force to review draft design manual.

Product: Draft Design Manual with maps and drawings. One camera-ready paste-up and ten copies.

V: COMPLETION OF THE PROCESS

This section will include public hearing appearances by the consultants before commissions, City Council, and community groups. This section will also include any revisions to the text, maps, and graphics as required by the City Council and commissions. Aegis will complete this phase by the hour or by a predetermined amount.

PROJECT SCHEDULE

October 14 - November 15:	Orientation and analysis.
November 15 - December 15:	Staff and Task Force review.
December 15 - January 30:	Draft Recommendations.
January 30 - February 15:	Staff Review
Late February:	Public Workshop
March 1 - 15:	Revised draft recommendations and staff review.
Late February:	Slide show ready.
Late March:	Draft Design Guideline Manual ready.
March:	Completion of Planning Commission and Historic and Scenic Preservation Commission joint meetings on Recommendations.
April:	Planning Commission Public Hearings on <u>General Plan and Ordinance</u> .
April:	Planning Commission and Historic and Scenic Preservation Commission joint meeting on Design Guideline Manual.
May:	City Council Public Hearings on <u>General Plan and Ordinance</u> .
May/June:	Adoption of Manual by Commissions and Council.