

PROPOSAL & QUALIFICATIONS

TO PROVIDE A MASTER SITE PLAN FOR

LADERA COMMUNITY CHURCH UCC



455 Lambert Avenue | Palo Alto, California 94306 | 650 328-1818



October 18, 2022

Mr. Kyle Barriger
Treasurer
Ladera Community Church
3300 Alpine Road
Portola Valley, CA 94028

RE: ADDENDUM TO PROPOSAL AND QUALIFICATIONS FOR THE FACILITY MASTER PLAN - LADERA COMMUNITY CHURCH

Dear Mr. Barriger and Members of the Selection Committee:

Our team enjoyed meeting you and the selection committee last week. We appreciated the opportunity to better understand your goals, the work already completed to date, and the many exciting opportunities the site could create. As we mentioned in the interview, master-planning is a flexible process, and we are happy to tailor our workplan to better suit your financial targets while still creating meaningful and useful outcomes for Ladera Church Community's future facilities planning.

To accomplish this, we propose the following modified workplan and project approach:

Project Startup:

- Ladera CC to provide:
 - o Complete strategic planning reports, notes, and prior goal setting exercises
 - o Previously considered uses and opportunities for other functions on the site
 - o PDF drawings, topographic surveys, and other existing graphics of the site
 - o Copies of Zoning and Entitlement records and conditional use permits for both parcels
- CAW to review and gather documents, prepare background drawings, and conduct a site-walk
- CAW to review and provide guidance on zoning and entitlement records from documents provided
- CAW to lead 6 leadership meetings with the core team. One will serve as the project kickoff meeting and all other meetings except for two community outreach workshops.

Community Outreach:

- CAW to prepare brief online survey for distribution by the church community, to gain input on various ideas that could be incorporated into the future plan
- CAW to lead two community outreach meetings: one at the beginning of the planning process to solicit input from the community and a second at the end of the process to review the design concepts prior to finalizing the report

Concept Design:

- Develop and refine concepts based on CAW's concepts, and input from the first workshop and online survey
- Present and discuss initial concepts at one of the six core-team meetings. Refine concepts into final two options.
- Finalize graphics for second community outreach meeting

Finalize Facilities Master Plan:

- Update concept based on the outcome from the second community outreach meeting
- Prepare abbreviated master plan report including graphics that illustrates the concepts included in the plan
- Coordinate with cost estimator. Cost estimating services by others.

Based on this revised and slightly abbreviated scope of work, we propose to revise our fee to the following amounts:

Project Startup:	\$8,580
Community Outreach:	\$7,850
Concept Design:	\$7,770

Finalizing the Master Plan:	\$5,880
Subtotal Professional Services:	\$30,080
Reimbursable Expense Allowance:	\$500
Subconsultant Expenses (Cost Estimator, Landscape Architect):	excluded

Reimbursable Expenses are billed in addition to the proposed fee, and include the actual expenditures made by our team in the interest of the project. These expenses include, but are not limited to printing, reproductions, plotting, model materials, shipping and delivery, and travel costs outside the greater Bay Area. Work beyond the tasks identified or adding any subconsultants can be provided as an additional service which we would discuss ahead of providing it.

We hope that this revised, consolidated approach meets your expectations, and we look forward to the opportunity to work with you and the Ladera Church Community.

Very truly yours,



Brent McClure, AIA Principal
CAW Architects, Inc.

**LADERA COMMUNITY CHURCH
FACILITIES MASTER PLAN**

Revised:
October 18, 2022

Duration (wks): 16

TASK	Level: Rate:	Princ.	PM	PA	JC	Des 2	Des 1	Total Hours:	Total Cost:	Task Group Subtotal:
		\$250	\$175	\$150	\$125	\$110	\$90			
Project Startup										
Review and Gather Docs			2			4		6	\$790	\$8,580
Prepare Background Drawings						12		12	\$1,320	
Preliminary Site walk		2	4			6		12	\$1,860	
Prepare Online Survey			8					8	\$1,400	
(6) Check in Meetings	6	1	1			1		18	\$3,210	
								0	\$0	
Code and Entitlement Research										
								0	\$0	\$0
								0	\$0	
								0	\$0	
								0	\$0	
								0	\$0	
Community Outreach										
Prep	2		2			8		20	\$2,460	\$7,850
Meeting	2	2	3			4		18	\$2,930	
Follow Up	2		2			8		20	\$2,460	
								0	\$0	
								0	\$0	
Concept Design										
Develop Preliminary Concepts			8			32		40	\$4,920	\$7,770
Review with Core Team			2			2		4	\$570	
Refine Concepts			8			8		16	\$2,280	
								0	\$0	
								0	\$0	
Finalizing the Mater Plan										
Present Draft to Comm. Stakeholders			4			16		20	\$2,460	\$5,880
Revise plans			12			12		24	\$3,420	
Draft Report								0	\$0	
								0	\$0	
								0	\$0	
RECURRING TASKS										
Task Group Title:								0	\$0	\$0
								0	\$0	
								0	\$0	
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Task Group Title:								0	\$0	\$0
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Task Group Title:								0	\$0	\$0
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								0	\$0	
								0	\$0	
Total Hours:		5	56	0	0	113	0	218		
Total Cost:		\$1,250	\$9,800	\$0	\$0	\$12,430	\$0		\$30,080	
Hours per week		0.31	3.50	0.00	0.00	7.06	0.00			
Cost Per Week:		\$78	\$613	\$0	\$0	\$777	\$0			

FIRM INFORMATION

ABOUT CAW

CAW ARCHITECTS, INC.

455 Lambert Avenue | Palo Alto, CA 94306
Tax ID 77-0360750 | California S-Corporation
www.cawarchitects.com

ABOUT THE FIRM


We design new buildings on distinguished campuses, in vibrant downtowns and stately neighborhoods. We give old buildings a new lease on life, infusing them with energy and economic vitality whether they are historic buildings in need of careful rehabilitation or existing buildings awaiting fresh uses.

CAW Architects understands that each project is unique and must resolve design, function, and budget. We guide our clients through the complicated process of design, entitlement, and construction. Clarity of plan, sustainable materials, abundant daylight, energy efficiency, and thoughtful response to site and climate are the tools we use to craft our projects.

Our work furthers the missions of those who do good work: educational, cultural, community, and non-profit institutions and groups. THAT is our motivation and inspiration. It is very important to CAW that our talents are put towards spaces that make a positive impact on the everyday life of our community.

Our 35-person staff includes twelve licensed architects and 12 LEED-accredited professionals, who all strive to provide the highest caliber of design and service on every project. The intensive principal involvement we provide from start to finish on all projects distinguishes our firm and ensures a consistently high quality of service to our clients at each stage of the project.

Our many repeat clients are a proud testament to our success in creating superbly designed projects that respond to our clients' needs.



CAW HEADQUARTERS
Palo Alto

WE ASPIRE TO CHANGE THE WORLD FOR THE BETTER, ONE BEAUTIFULLY DESIGNED PROJECT AT A TIME.

WINNERS OF THE SANTA CLARA VALLEY AIA FIRM AWARD

In October of 2014, CAW (formerly Cody Anderson Wasney Architects, Inc.) was awarded the prestigious Santa Clara Valley American Institute of Architects' Firm Award. This award recognizes a firm that has consistently produced distinguished architectural design for a period of at least 20 years and that has contributed to the advancement of the profession in at least three of the following areas: architectural design, research, planning, technology, practice, preservation, and innovation. In addition, the award honors a firm that promotes collaboration among individuals; produces work that transcends a specific area of expertise; has a record of community service; and has developed a culture that educates and mentors the next generation of architects.

Brent McClure and Chris Wasney lead the firm of 30 staff members that has evolved into a multifaceted, diverse, grassroots organization with a very energetic team and vibrant office culture. The growing diversity of projects and socially-sustainable portfolio mirrors the evolution of the firm culture from a classic sole practitioner to a collaborative, highly fluid design studio.

LITIGATION HISTORY

CAW Architects has been named involved in two separate claims within the last 5-year period, which are noted below. CAW has never been a party to any legal issues involving arbitration or litigation in the firm's 27-year history.

1. CAW Architects was named in a multi-party claim by a third party, concerning a fallen tree. The third party filed claims against University of California Berkeley, the design team, and the contractor for the Greek Theatre Northside Improvements project in Berkeley, California. This claim was settled by our insurance company in 2022.
2. CAW Architects was engaged in a multi-party claim by the San Mateo Foster City School District regarding water damage to a new building. This claim is ongoing.

Prior to this, CAW Architects, Inc. had no current or pending litigation with previous clients.

SELECT AWARD-WINNING PROJECTS

The d.School, Stanford University

Citation Award, AIA Santa Clara Valley, 2014
Design Award, California Preservation Foundation, 2011
Rehabilitation Award, Palo Alto Stanford Heritage, 2011

Volkswagen Automotive Innovation Laboratory

Merit Award, AIA Santa Clara Valley, 2014

The Foster Center (Central Commissary), Oakland Unified School District

Award of Excellence, C.A.S.H./AIA California Council, 2015

EcoCenter, Palo Alto

Preservation Design Award, California Preservation Foundation, 2015
Citation Award, AIA Santa Clara Valley, 2014
Adaptive Reuse Award, Palo Alto Stanford Heritage, 2011

Fifth Avenue Alternative School

Green Building Award, Sustainable San Mateo/AIA San Mateo, 2014

Sequoia High School Gym & Campus Master Plan

Honor Award, AIA San Mateo, 2013

Myrtle Street East Palo Alto High School Campus

Honor Award, AIA San Mateo, 2013
Merit Award, AIA Santa Clara Valley, 2012



RELEVANT EXPERIENCE

LIST OF FAITH & COMMUNITY-BASED CLIENTS

* INCLUDED MASTER PLANNING EFFORT

All Saints Episcopal Church | Palo Alto

Ladera Community Church | Portola Valley

Stanford Memorial Church Restroom & Acoustic Upgrades | Stanford

First Congregational Church of San Jose Study* | San Jose

San Jose Buddhist Church Beisuin Annex & Master Plan* | San Jose

First Lutheran Church of Palo Alto | Palo Alto

First Congregational Church of Palo Alto* | Palo Alto

Mountain View Buddhist Temple* | Mountain View

Grace Presbyterian Church | Palo Alto

Palo Alto Junior Museum & Zoo* | Palo Alto

The Environmental Volunteers' EcoCenter | Palo Alto

Civic Arts Building | City of Hercules

Womans Center Renovation | Palo Alto

Allied Arts Guild Renovation* | Menlo Park

Museum of American Heritage | Palo Alto

YMCA of Silicon Valley | various locations throughout Bay Area

Filoli Belltower Restoration | Woodside

RELEVANT EXPERIENCE

CLIENT & CONTRACTOR REFERENCES

REFERENCES FOR BRENT MCCLURE

JOHN AIKIN

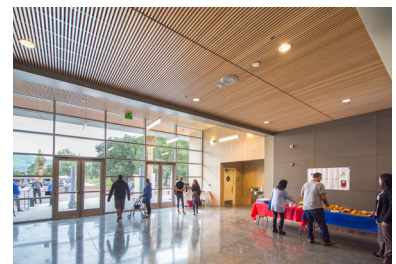
PALO ALTO JUNIOR MUSEUM & ZOO
650-329-2590
john.aikin@cityofpaloalto.org

ERIC HOLM

FORMERLY OF LAS LOMITAS ELEMENTARY SCHOOL DISTRICT
CURRENTLY AT PALO ALTO UNIFIED SCHOOL DISTRICT
650-759-9447
eholm@pausd.org

CRYSTAL LEACH

SEQUOIA UNION HIGH SCHOOL DISTRICT
(650) 369-1411
cleach@seq.org



REFERENCES FOR MONIQUE WOOD

MARK SHERRILL

SAN MATEO FOSTER CITY SCHOOL DISTRICT
650-312-7884
msherrill@smfc.k12.ca.us

BETH LEE

THE PENINSULA SCHOOL
(650) 325-1584 ext. 113
beth.l@peninsulaschool.org

MARK BONINO

STANFORD UNIVERSITY
650-723-0022
mbonino@stanford.edu

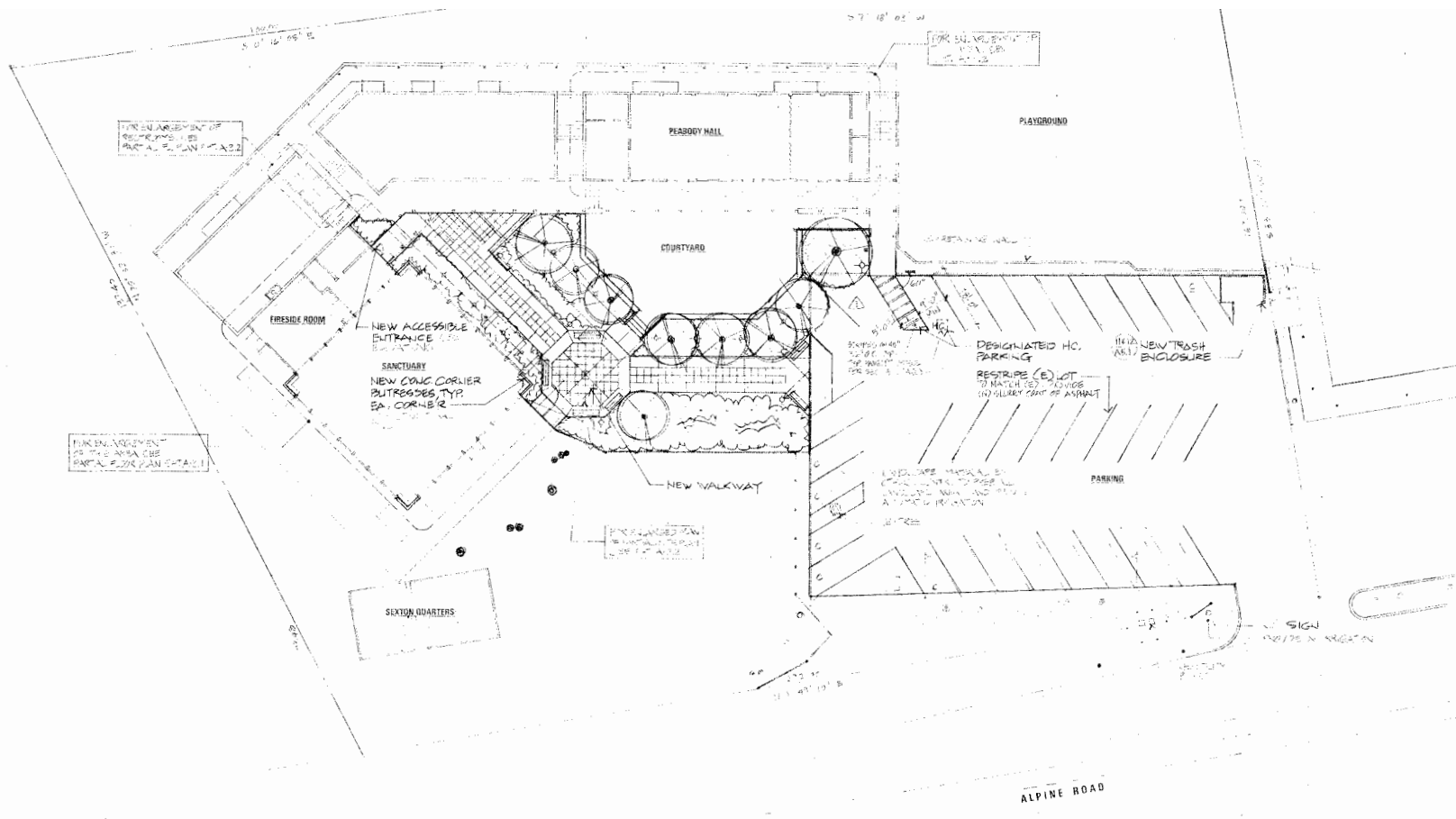
CONTRACTORS WE HAVE WORKED WITH (AND WOULD WORK WITH AGAIN)

VANCE BROWN BUILDERS | PALO ALTO
BLACH CONSTRUCTION | SANTA CLARA
RODAN CONSTRUCTION | HAYWARD

RELEVANT EXPERIENCE

LADERA COMMUNITY CHURCH

Portola Valley, CA



RELEVANT EXPERIENCE
MOUNTAIN VIEW BUDDHIST TEMPLE
Mountain View, CA



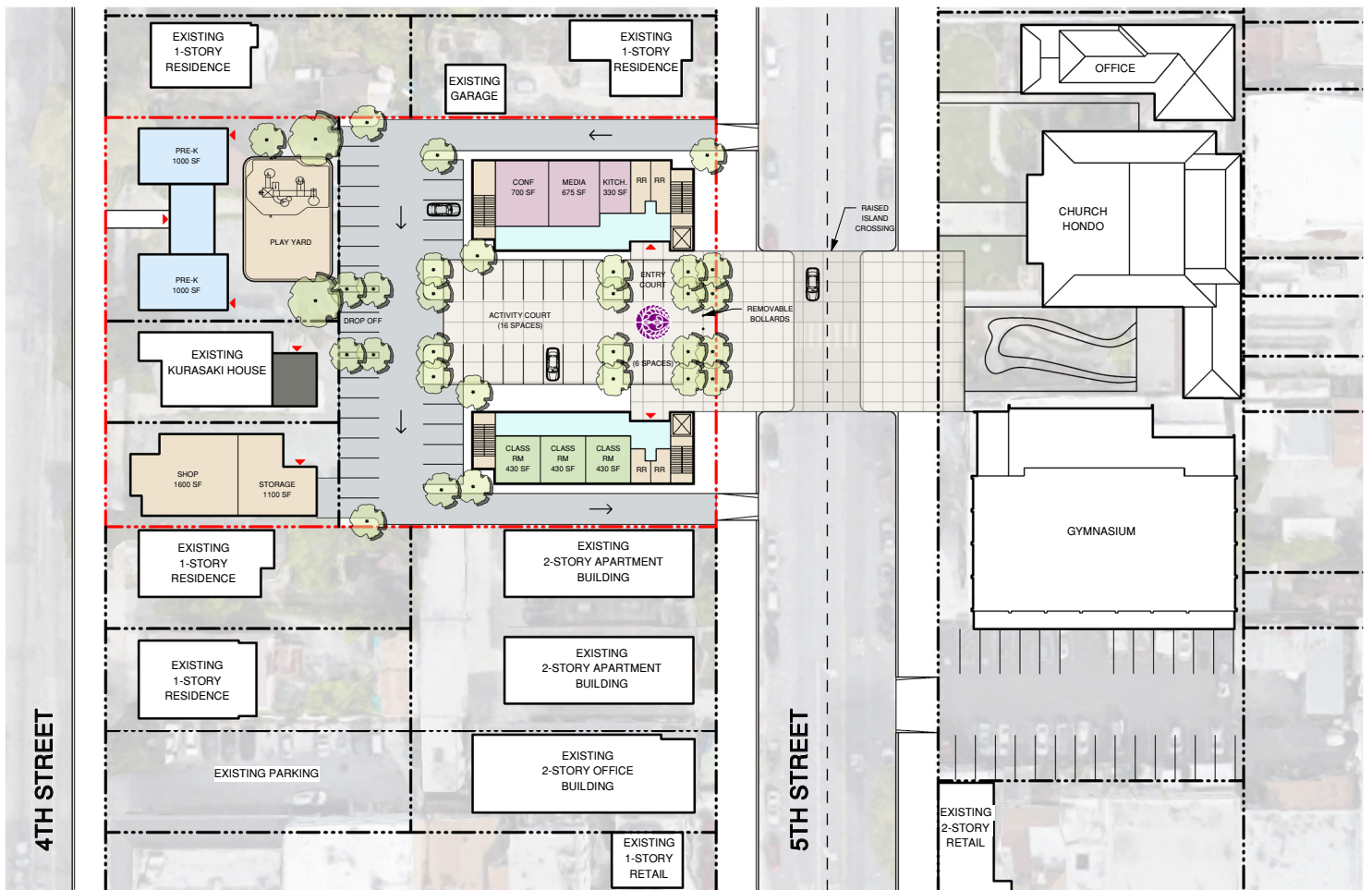
RELEVANT EXPERIENCE
GRACE PRESBYTERIAN CHURCH

Palo Alto, CA



RELEVANT EXPERIENCE

SAN JOSE BUDDHIST CHURCH BETSUIN ANNEX & MASTER PLAN



RELEVANT EXPERIENCE

FIRST CONGREGATIONAL CHURCH OF PALO ALTO

Palo Alto, CA



RELEVANT EXPERIENCE

PALO ALTO JUNIOR MUSEUM & ZOO

Friends of the JMZ | Palo Alto, California



The existing museum facility sits within the larger context of Rinconada Park, one of Palo Alto's largest public parks. The Center offers 1,100 comprehensive hands-on science classes to 4,000 students in local elementary schools annually. The success of these programs led to the need to develop a master plan study for a new facility on the existing site. The master planning process helped the Center develop safe and effective ways to better teach children about animals, science, and conservation of resources. Exhibits will provide concrete, multi-sensorial and kinesthetic learning experiences that spark curiosity about physics, earth science and the natural world.

For this project, sustainability is more than just a metric of how the building performs; sustainability is a teaching tool and core to the mission of teaching children about science and their environment. The end project will seek net-zero energy solutions not only for building performance, but for the building itself to be a teaching tool. Rainwater harvesting, solar collection, green roofs, and outdoor classrooms will be integral to the design and serve to further the center's mission of teaching children about conservation of their environment and our collective impact upon it.



RELEVANT EXPERIENCE

PHILLIPS BROOKS SCHOOL MASTER PLAN

Phillips Brooks School | Menlo Park, California



Working with the entire Phillips Brooks School community, CAW Architects led the development of a comprehensive facilities master plan for the 300-student, (K - 5) private school in Menlo Park. The plan's primary objective was to expand the school by adding 6th through 8th grades to the existing campus, and add a cafeteria, gymnasium, and theater. This ambitious plan posed many challenges include land-use, density, parking, and impacts to the neighbors.

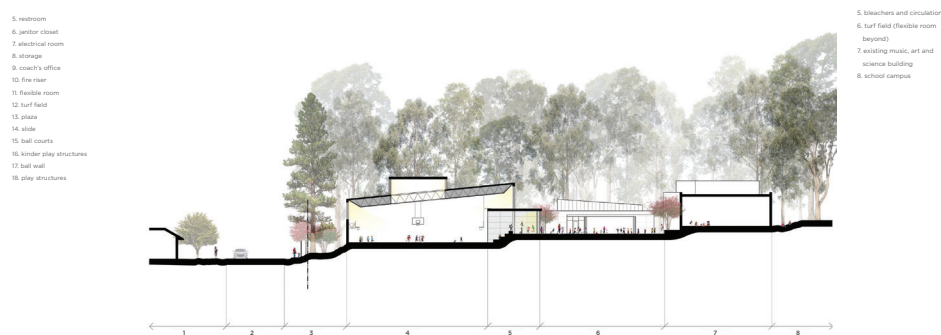
CAW Architects developed a highly creative plan that creates two separate entrances on opposing streets. This allows for partial separation between upper and lower grades, the creation of a central campus commons, and reduces the traffic impacts by spreading out multiple drop-off points. Despite an increased enrollment, the future middle school plan results in less parking the impacts than what the existing K-5 school generates. This plan, if adopted by the Board, can be phased over time.



RELEVANT EXPERIENCE

PHILLIPS BROOKS SCHOOL: STAN DRAKE COMMUNITY CENTER

Phillips Brooks School | Menlo Park, California



The Phillips Brooks School, a K-5 campus located in Menlo Park, has limited spaces for structure physical education activities and often rely on small grassy areas, and undersized and disconnected hardcourt areas for both PE and play. As the first project in the master plan, CAW Architects has designed the Stan Drake Community Center, which will serve as a gymnasium for PE and sports events, unstructured indoor play, and create a space where the entire school community can gather.

CAW Architects created an open, flexible design that fits the new building into the play, creates a new level grass field, and maintains all existing play areas. The building's south wall completely opens up, allowing kids to run in and out to support an immersive indoor-outdoor play-based experience. A second building lines the east edge which will house an innovation laboratory and general flex space to support the campus.

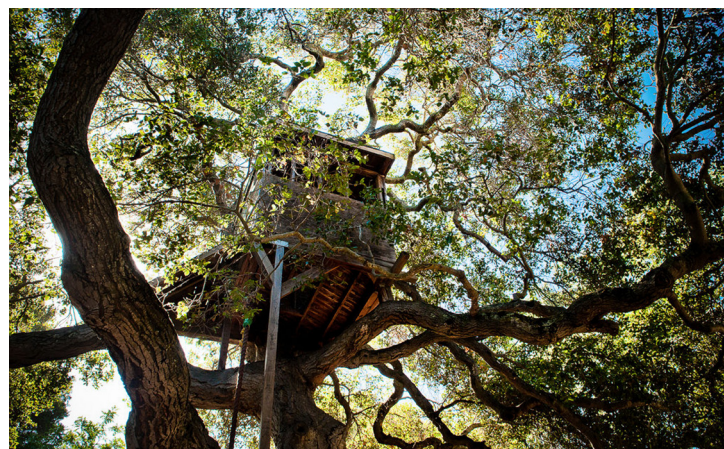
RELEVANT EXPERIENCE

THE PENINSULA SCHOOL MASTER PLAN

Peninsula School | Menlo Park, California



A leading progressive education school centered on self-directed and guided learning, interactive play, and a rich integration of the outdoors through every aspect of the school. The school is housed in an historic mansion from the 1880's, which has since been converted into classrooms and office space. Several small classroom bungalows dot the landscape and intertwine with the numerous mature oaks. Many of the buildings and the landscape have fallen into disrepair and are unable to support current models of progressive education. CAW Architects led a comprehensive needs assessment through extensive community engagement to develop a campus master plan that includes two new modest buildings planned around science, kitchen, garden, community space, and outdoor gathering. These buildings are nestled around existing mature oaks, are topped with green roof, so as to fully integrate with the landscape. The "Big Building" is renovated and restored to new uses optimized for future campus programs.



PROPOSED TEAM

BRENT MCCLURE AIA

PRINCIPAL-IN-CHARGE

Brent leads the firm's educational work along with a wide variety of community-based and non-profit projects. His experience encompasses numerous project types, from small well-crafted renovations, to campus master plans, classroom buildings, science laboratories, gymnasiums, and theaters, for both public and private K-12 schools, Stanford University, UC Berkeley, and a variety of non-profit community organizations. Brent thrives at working in the campus setting, where his designs emerge from a synthesis of the program, the context, and the surrounding natural environment. Brent particularly excels at engaging stakeholders, team members, clients, and the community to discover the core values of a project and establish a common vision, and in-turn ultimately build community through the design process.



SELECT EXPERIENCE

HAMILTON RAMONA PARTNERS
The Medico Dental Building

OAKLAND USD
Fremont HS Net-Zero Energy Master Plan
Foster Central Commissary

PHILLIPS BROOKS SCHOOL
Campus Master Plan
Community Center

PORTOLA VALLEY SD
District Wide Master Plan
Corte Madera School Modernization
Ormondale School Modernization

LAS LOMITAS USD
District-Wide Master Plan
Las Lomitas Elementary School Modernization
La Entrada Middle School Modernization

EAST SIDE UNION HSD
James Lick HS Student Center
Andrew Hill HS 2-Story Science & Art Building
Independence HS Campus Modernization
Independence HS Performing Arts Center
James Lick HS Building 500
James Lick HS Child Development Center

LOS GATOS USD
Imagine 2022 District-Wide Master Plan
Fisher Sports Complex
Fisher Field Renovations

SCOTTS VALLEY USD
Scotts Valley Middle School New Campus

FRIENDS OF THE JMZ/CITY OF PALO ALTO
Palo Alto Junior Museum & Zoo

SEQUOIA UNION HSD
Sequoia HS LEED-Platinum Gymnasium
Myrtle Street Alternative High School Campus
5th Avenue LEED-Platinum Alternative
Campus
Menlo Atherton HS Digital & Media Arts Bldg

FREMONT UNION HSD
Homestead HS Central Plant Replacement
Fremont HS Main Building Modernization

SAN FRANCISCO USD
Ortega Elementary Modernizations
Stevenson Elementary Modernization
Tule Elk Park Modernization

MONTEREY PENINSULA UNIFIED SD
Monterey HS Biotechnology Wing
Colton Middle School Modernizations

BERKELEY UNIFIED HSD
Berkeley HS Community Theater
Martin Luther King MS Auditorium
West Campus Modernization

REDWOOD CITY SD
John Gill Elementary Modernizations
Roosevelt Elementary Modernizations
Roy Cloud Elementary Modernizations

SAN MATEO FOSTER CITY SD
Abbott Middle School Modernization

EDUCATION

California Polytechnic, San Luis Obispo,
Bachelor of Architecture, 1995

International Studies Program, Florence,
Italy 1992-1993

AFFILIATIONS

Licensed Architect in California (C29230)

American Institute of Architects

Coalition for Adequate School Housing
(C.A.S.H.)

California Preservation Foundation

Community College Facility Coalition

PROPOSED TEAM

MONIQUE WOOD AIA, LEED-AP

ASSOCIATE & PROJECT MANAGER

Monique Wood is an Associate with the firm and has 20 years of experience in the practice of architecture and interior design. She has led numerous new construction, remodels and modernization projects for a variety of institutional and educational clients. As her experience extends throughout all phases of documentation and administration – from project initiation through project construction and closeout – she understands the high level of communication, coordination, and diligence required to ensure a smooth and effective project. Her clear and responsive communication style, rigorous attention to detail, and strong relationship building skills has proven to be essential to the success of all of her projects.



SELECT EXPERIENCE

Roble Gymnasium Renovation, Stanford University
The Guild Theater Renovation, Menlo Park
Forest Theater Renovation, City of Carmel-By-The-Sea
Pinewood School Middle Campus Master Plan & Renovation
Peninsula School Campus Master Plan, Menlo Park
Sunnyvale Community Center Renovation & Infrastructure Project, City of Sunnyvale
Stanford Educational Farm Master Plan, Stanford University
Scotts Valley Middle School New Campus, Scotts Valley USD
Abbott Middle School, San Mateo Foster City SD
Abilities United Master Plan, Palo Alto
Imagine 2022 District-Wide Master Plan, Los Gatos Union School District
Fremont HS Net-Zero Energy Master Plan, Oakland Unified School District (Net Zero Energy, LEED-Platinum goal)
Housing Renewal/Refresh Project, San Diego State University
YMCA of Silicon Valley Association Offices, San Jose (LEED Gold)
Zura Hall Renovation Programming and Concept, San Diego State University

EDUCATION

Master of Architecture, Washington University in St. Louis, St. Louis, MO with Honors
Bachelor of Interior Design, Louisiana State University, Baton Rouge, LA, Cum Laude
Advanced Management Institute (AMI), Project Management Seminar, San Francisco, CA
U.S. Green Building Council, LEED Accreditation Training

AFFILIATIONS

Licensed Architect in California (C29446)
LEED Accredited Professional

