

EXHIBIT A – SCOPE OF WORK

Washoe County Rancho San Rafael Regional Park Amphitheater

Project Description: The proposed project is for a new amphitheater and associated site improvements located at Rancho San Rafael Regional Park in Washoe County, Nevada (County). Since the original concept of the amphitheater was presented to the County in May of 2025, the County has engaged new stakeholders whose programmatic need differ from the original. The scope of this Agreement will start with a Scope Verification phase that will further study one alternative concept for the amphitheater site. Through this effort, a revised amphitheater program will be defined and become the basis of design.

DOWL and its team of subconsultants will prepare 30% Schematic Design and 60% Design Development Documents for the new amphitheater structure, civil & electrical utilities, landscaping, and other physical features. Completion of Work shall be October 31, 2026.

Based on our understanding of the project, this task order includes the following tasks:

- Task 1 – Project Management
- Task 2 – Scope Verification & Programming
- Task 3 – Civil & Electrical Improvements
- Task 4 – Landscaping Improvements
- Task 5 – Amphitheater Pavilion
- Task 6 – Prefabricated Restrooms Procurement
- Task 99 – County Directed Services

PART 1 – SERVICES

Task 1 – Project Management

Objective

To plan, organize, direct, control, and communicate all relevant activities set forth in this Scope of Work within the approved budget and schedule.

Approach

DOWL will routinely review project progress and communicate project status on a regular basis. Communication will be through email and telephone, and with monthly project coordination meetings with the County and DOWL staff. This task will include the following activities:

- Project administration includes scheduling maintenance, cost control, filing, resource allocation, subconsultant management, and routine communications.
- Develop a Project Schedule.
- Conducting a project kick-off meeting with DOWL and County staff.
- Team coordination, including conference calls and internal meetings.
- Monitoring changes to the scope, budget, or schedule and developing change management strategies with the County Project Manager.

Deliverables

The following will be delivered under this task:

- Project meeting agendas and meeting notes.
- Monthly project schedule updates.
- Monthly project progress reports and Action Log updates.
- Monthly invoices and status reports.

Assumptions

The following assumptions apply:

- Project duration will be approximately 7 months, with a completion date of October 31, 2026.
- Monthly reports will be provided with timely invoices.
- Project-related issues will be identified, communicated, and resolved.

Task 2 – Scope Verification & Programming

Objective

To further study alternative concepts of the amphitheater site with the County and stakeholders and select a preferred alternative for further design.

Approach

This task is broken into two subtasks, as follows:

Subtask 2.1: This includes pre-programming efforts by DOWL to assist the County coordinate with potential donors for the restroom facilities and amphitheater options, including preliminary engineering, cost estimating, preparation of project exhibits, stakeholder coordination, and meetings at the County office. These efforts were performed to bridge the gap between the original amphitheater program and the re-programming work described in Subtask 2.2.

Subtask 2.2: This includes the Scope Verification and Programming efforts for developing the preferred alternatives as described in the following activities:

- **Investigation and Code Compliance Review.** Identify applicable and potentially applicable codes and regulatory requirements relevant to the project. This review will inform design discussions and guide decision-making regarding elements to be incorporated into the Alternative Concept, including life safety, accessibility, and operational requirements.
- **Kick Off Workshop (Virtual).** Lead a virtual kickoff workshop with the County and the Design Team to confirm project goals, review scope, and align on expectations. Each consultant will lead the discussion of their respective scope areas and will present initial questions, assumptions, and potential options for discussion with the County Project Manager and Washoe County Open Space and Recreation staff.

Key topics to be discussed include, but are not limited to: desired attendee capacity, stage size and configuration, parking and access, maintenance requirements, restroom facilities, ticketing, concessions, and defined project boundaries. Preliminary code considerations will be presented to support informed discussion.

- **Stakeholder Workshop (In-Person).** Following the kickoff workshop, DOWL and the

Design Team will prepare materials for an in-person workshop. A detailed agenda will be prepared and the Design Team members will present their respective scope of work.

We will coordinate with the County regarding workshop format and materials. The County will be responsible for scheduling the workshop, securing the meeting location, and coordinating invitations to appropriate County staff and stakeholders. Anticipated stakeholders include:

- Washoe County Open Space and Recreation Department
- Rancho San Rafael Maintenance Staff
- Reno Philharmonic
- Wilbur D. May Museum
- May Arboretum
- ArTown

The workshop will be structured to gather comprehensive input from all stakeholders in one half day meeting. The information received will be what is necessary to confirm exact scope for the project to move forward.

- **Alternative Site Concept Development & Scope Verification.** Based on feedback received from the County and stakeholders, We will work with the design team to prepare one (1) Alternative Site Concept. The concept will reflect established project goals, program requirements, operational needs, and spatial organization. This Alternative Site Concept will be presented as a plan-level rendering clearly delineating the project area and proposed program elements. Architectural Design will not be studied until Schematic Design. During this phase, the Design Team will meet with the County up to three (3) times and with stakeholders one (1) additional time for review and evaluation. Up to two (2) rounds of revisions to the new Alternative Concept are included.

Upon County direction on scope and concept selection, a Rough Order of Magnitude (ROM) opinion of probably cost estimate will be prepared to support the County's evaluation of project feasibility and inform decisions regarding future project direction.

- **Meetings.** The following meeting will be included:
 - Design Team & County Virtual Project Kick Off Workshop (1, virtual)
 - Design Team, County, & Stakeholder In-Person Workshop (1, in person)
 - Virtual Stakeholder Follow Up (1, virtual)
 - Design Team & County Progress Meeting (3, virtual)

Deliverables

The following will be delivered under this task:

- Kick-off Workshop materials
- Stakeholder Workshop materials
- Draft Concept Alternative (maximum of two revisions)
- Final Concept and Opinion of Probable Project Costs

Assumptions

The following assumptions apply:

- Key stakeholder and County decision makers will participate in the In-Person Workshop

and other key meetings.

- Architectural design for the pavilion and other facilities will be performed during 30% Schematic Design.
- County will select their Preferred Alternative by May 22, 2026. If the County selects their Preferred Alternative well before this date, DOWL and the Design Team will endeavor to complete the design efforts beyond the 60% Design Development. This assumes there is adequate budget and time available.

Task 3 – Civil & Electrical Improvements

Objective

Prepare 30% Schematic Design and 60% Design Development Plans, Specifications, and Opinion of Probable Construction Costs for the civil and electrical utilities to support the new amphitheater and support facilities.

Approach

This task will include the following activities:

- Coordination with NV Energy to determine electrical capacity to the site and what applications will be required for the new amphitheater.
- Field investigation and locating of existing utilities (water, sewer, and power) that are within the project area. This work will be performed by Nason's Scanning Services, as a subconsultant to DOWL.
- Field survey and updating of existing survey basemap with existing utility locates.
- 30% Design: This submittal will include the preparation of the Plans and Cost Estimate to include:
 - Coordination with the County and design team to refine the overall program, layout, and design intent, including any utility potholing.
 - Preliminary site grading, civil utility, and electrical design.
 - Demolition plans of the Log Flume Ride facility and existing restroom building (CMU).
 - Technical Specifications outline.
 - Opinion of probable construction costs.
 - 30% Submittal review meeting with the County (Virtual).
- After acceptance by County of the 30% Schematic Design documents, advance design to 60% design drawings and specifications including:
 - General civil sheets, which include the cover; legend, abbreviations, & notes; overall site plan; and survey control plan.
 - Civil design sheets, which includes site plan; erosion control plan and details; site demolition plan and details; grading plans and sections; and water and sewer plans and details.
 - Electrical design sheets, which includes legend, abbreviations, & notes; site plan; electrical schedules; details; meter pedestal and cabinet details; and NV Energy service drawing.
 - Technical specifications.
 - Opinion of probable construction costs.

- Hydrology Technical Report (on-site hydrological modeling and detention design).
- Coordinate with the Truckee Meadows Water Authority (TMWA) to gather their existing water system model information that serves the Rancho San Rafael Park. This information will be used to model the water demands of the new amphitheater facility.
- Quality assurance and quality control of deliverables to the County.

Deliverables

The following will be delivered under this task:

- Review comments on preliminary site layout.
- Preliminary stormwater runoff and detention design technical memorandum.
- Preliminary water and fire flow capacity technical memorandum.
- Three half-size (11"x17") sets of 30% and 60% design drawings.
- Outline of Technical Specifications for the 30% submittal and three (3) bound sets of the 60% Technical Specifications (Project Manual).
- 30% and 60% level Opinion of Probable Construction Costs.
- Submitted electronic files will include pdf files of the design drawings, technical specifications, and Opinion of Probable Construction Costs.

Assumptions

- Available utility as-builts are limited and proper documentation of utility location/markings will require third party subconsultant.
- County will provide a backhoe and operator for potholing existing utilities, as necessary.
- The site grading will be balanced to the extent possible. Earthwork import or export may be required.
- Participate in four (4) progress meetings with the County and Design Team via Teams.
- Participate in two (2) in-person meetings with the County and Design Team.
- The County will provide review comments for the 30% and 60% submittals to DOWL within 2 weeks of our submission of these documents. County will provide written review comments to the 60% submittal for reference on the future design completion phase.
- Project manual will be based on CSI format. County will provide Division 0 and 1 specification sections to DOWL.
- A Traffic Letter or any studies by the City of Reno are not included.
- Environmental studies will not be required.

Task 4 – Landscaping Improvements

Objective

Provide landscape and site irrigation design services for the performance pavilion and adjacent support space. Dig Studio will be the subconsultant leading this effort.

Approach

This task will include the following activities:

- Facilitate stakeholder coordination meetings (up to two virtual) to review the 30% Schematic Design. Anticipated participants include Washoe County Parks Department,

Rancho San Rafael Maintenance Staff, the Wilbur D. May Museum, the May Arboretum, and ArTown. County will be responsible for selecting meeting dates and coordinating invitations to appropriate County staff and stakeholders. Dig Studio will prepare and coordinate presentation materials in accordance to their scope of work with the County in advance of the meeting.

- Conduct desktop research and on-site field investigations to inventory and assess existing vegetation, including species identification, approximate size, and overall health. Coordinate with the County and the May Arboretum to ensure proposed improvements avoid impacts to protected or significant plant specimens within the Arboretum's collection.
- 30% Design: This submittal will include the preparation of the Plans and Cost Estimate to include:
 - Coordination with the County and design team to refine the overall program, layout, and design intent.
 - 3D color renderings of the proposed amphitheater area.
 - Site plan and details of the pedestrian hardscape and planting areas, including conceptual sections and elevations.
 - Planting plan and details identifying plant locations and species.
 - Technical Specifications outline.
 - Takeoff's to support Prime Consultant's opinion of probable construction costs.
 - 30% Submittal review meeting with the County (Virtual).
- After acceptance by County of the 30% Schematic Design documents, advance design to 60% Design Development Documents including:
 - Site layout and materials plans for pedestrian hardscape, irrigation, and planting areas.
 - Sections and details drawings for hardscape, irrigation, and planting areas.
 - Materials Board with images of all materials and furnishings.
 - Coordination with electrical engineer for site lighting.
 - 3D Study Model update.
 - Technical specifications.
 - Takeoff's to support Prime Consultant's opinion of probable construction costs.

Deliverables

The following will be delivered under this task:

- Three half-size (11"x17") sets of 30% and 60% design drawings, which will be assembled and delivered by DOWL.
- Outline of Technical Specifications for the 30% submittal and three (3) bound sets of the 60% Technical Specifications (Project Manual).
- Takeoff's to support Prime Consultant's 30% and 60% level Opinion of Probable Construction Costs.



- Submitted electronic files will include pdf files of the design drawings, technical specifications, and Opinion of Probable Construction Costs. These will be assembled and delivered by DOWL.

Assumptions

- Participate in four (4) progress meetings with the County and Design Team via Teams.
- Participate in two (2) in-person meetings with the County and Design Team.
- The County will provide review comments for the 30% and 60% submittals to DOWL within 2 weeks of our submission of these documents. County will provide written review comments to the 60% submittal for reference on the future design completion phase.
- Project manual will be based on CSI format.

Task 5 –Amphitheater Pavilion

Objective

Provide architectural, mechanical, electrical, and plumbing design services for the new performance pavilion and adjacent support space, including a green room. Lake Flato will be the subconsultant leading this effort.

Approach

This task will include the following activities:

- Participate in stakeholder coordination meeting to review the 30% Schematic Design. Anticipated participants include Washoe County Parks Department, Rancho San Rafael Maintenance Staff, the Wilbur D. May Museum, the May Arboretum, and ArTown.
- 30% Schematic Design: This submittal will include the preparation of the Plans and Cost Estimate to include:
 - Site plan for the pavilion and green room.
 - Floor, roof, and framing plans for the pavilion and green room.
 - Section and elevation structural drawing of the new structures.
 - Electrical and lighting plans and detail drawings of the new structures.
 - Audio/Visual plans and detail drawings for the new pavilion.
 - Mechanical and plumbing plans and detail drawings of the new structures.
 - Technical Specifications outline.
 - Takeoffs to support Prime Consultant's opinion of probable construction costs.
 - 30% Submittal review meeting with the County (Virtual).
- After acceptance by County of the 30% Schematic Design documents, advance design to 60% Design Development Documents including:
 - Site plan and section & detail drawings of the new structures.
 - Building framing and foundation plans and section & detail drawings of the new structures.
 - Electrical and lighting plans and detail drawings of the new structures.
 - Audio/Visual plans and detail drawings for the new pavilion.
 - Mechanical and plumbing plans and detail drawings of the new structures.



- Technical specifications.
- Opinion of probable construction costs.

Deliverables

The following will be delivered under this task:

- Three half-size (11"x17") sets of 30% and 60% design drawings, which will be assembled and delivered by DOWL.
- Outline of Technical Specifications for the 30% submittal and three (3) bound sets of the 60% Technical Specifications (Project Manual).
- Takeoff's to support Prime Consultant's 30% and 60% level Opinion of Probable Construction Costs.
- Submitted electronic files will include pdf files of the design drawings, technical specifications, and Opinion of Probable Construction Costs. These will be assembled and delivered by DOWL.

Assumptions

- Participate in four (4) progress meetings with the County and Design Team via Teams.
- Participate in two (2) in-person meetings with the County and Design Team.
- The County will provide review comments for the 30% and 60% submittals to DOWL within 2 weeks of our submission of these documents. County will provide written review comments to the 60% submittal for reference on the future design completion phase.
- Project manual will be based on CSI format.

Task 6 – Prefabricated Restroom Procurement

Objective

Prepare procurement documents and provide bid support services for prefabricated restroom facilities to be located within the amphitheater area. **Note: This task will not be initiated until the County provides written authorization to proceed.**

Approach

This task will include the following activities:

- Expand upon the concept design of the restroom building(s) that is developed from the County selected Alternative Concept. This will include the number of buildings, restroom stalls, architectural features, utility service requirements, and building locations within the amphitheater site.
- Coordinate with prefabricated building manufacturers for available features and amenities to be presented to the County for selection.
- Prepare 60% procurement contract documents for the restroom buildings.

Deliverables

The following will be delivered under this task:

- Three half-size (11"x17") sets of 60% design drawings.
- Three sets of 60% Technical Specifications.
- 60% Opinion of Probable Construction Costs.



- Submitted electronic files will include pdf files of the design drawings, technical specifications, and Opinion of Probable Construction Costs.

Assumptions

The following assumptions apply:

- Specifications will be in CSI format.
- Size of the restroom buildings will be based on the Alternative Concept.
- County will coordinate with the potential doner or funding organization to establish preferred architectural features.
- Existing restroom will be either demolished or retrofitted by the County.

Task 99 – County Directed Services

This task is established to cover the costs of project work items that may arise. The budget under this task may be used by the County to address any unforeseen conditions or added Work. A task budget of \$102,000 is incorporated into this Contract. Labor effort will be charged to this task only when authorized in writing by the County.

PART 2 – COMPENSATION

The County shall pay DOWL on a Time & Materials basis not to exceed Eight Hundred Sixty-six Thousand Dollars (\$866,000), as noted in the table below. Hourly rates and other expenses shall be in accordance with Exhibit B – Fee Schedule.

Task 1	Project Management	\$35,700
Task 2.1	Pre-Programming	\$20,000
Task 2.2	Scope Verification & Programming	\$128,500
Task 3	Civil & Electrical Improvements	\$119,700
Task 4	Landscaping Improvements	\$118,300
Task 5	Amphitheater Pavilion	\$322,000
Task 6	Prefabricated Restrooms Procurement	\$19,800
Task 99	County Directed Services	\$102,000
PROJECT TOTAL:		\$866,000

PART 3 – SCHEDULE

The following is a *proposed* timetable for the project from the start date to be used as a general guideline only:

Notice to Proceed	March 18, 2026
Scope Verification & Programming Phase	March – May 2026
Alternative Concept Selection by County	May 22, 2026
Surveying, Utility Locations, and Basemapping	April – May 2026
30% Design Phase (Schematic Design)	May - July 2026
60% Design Phase (Design Development)	August – October 2026
<i>Prefabricated Restroom Procurement Documents</i>	<i>TBD based on County Authorization</i>
Project Completion Date	October 31, 2026