

Project Name	Educational/Interpretive Signage and Materials	Date	3/3/2023
To / Contact info	BCWD Board of Managers		
Cc / Contact info	Karen Kill, BCWD Administrator		
From / Contact info	Britta Hansen, PLA		
Regarding	Sign Design & Procurement Scope: Applewood Hills Golf Course Reuse		

Background

After completion of the stormwater improvement project at Applewood Golf Course, educational and interpretive signs will be designed to convey the scope and benefits of the project to golfers and site visitors. Applewood Golf Course will receive an educational sign, 24” x 36” in size, as well as informational and interpretive material to be printed on golf score cards or handouts. EOR will work with BCWD and golf course management to choose an appropriate sign location and prepare design files for manufacturing.

Below is a scope of services for designing, procuring, and installing an educational/interpretive sign for the golf course, as well as for development of informational material for inclusion on golf score cards:

Oak Glen Golf Course Sign & Educational Material Scope

Task	Description	Hours	Cost
1. Sign Design	Design 24”x36” Educational Sign with diagram, photographs, and text (as appropriate)	22	\$2,504
2. Sign Revisions	Make revisions to sign design based on golf course representative, BCWD Board and Staff feedback	6	\$654
3. Informational Material	Design informational/educational material to be printed on back of golf score cards (provide to golf course in PDF format)	10	\$1,143
4. Sign Preparation	Prepare sign files for production and create sign location map for installation	4	\$436
5. Sign Production	Procure and Install 24”x36” angle-mount sign		\$1,800
Total:		42	\$6,537

Requested Action

1. Consider approval of this scope of services for an estimated cost of \$6,537 from account 910-0000.