

Landscape Design Assistance Program

Designer Application and Agreement

To encourage EBMUD customers to replace lawns with water-wise gardens, EBMUD offers a Landscape Design Assistance Program (Design Program). Participants pay a designer a \$200 fee at the time of service. EBMUD reimburses the customer after their lawn conversion project is successfully completed. To be eligible for this program, customers must select a Designer from the EBMUD Approved Designer List. To be considered for this list, complete the application below.

Designer Application

Return completed application, signed Designer Agreement, references, photos, and optional resume to:
waterconservation@ebmud.com with subject line "Last Name - Designer Application".

Applicant Name

Website

1. Describe your experience designing water-wise residential landscapes, including number of years of experience and additional qualifications not listed below:

2. What languages do you speak?

3. Check all qualifications you hold:

- ☐ BA/BS in Landscape Architecture
- ☐ AA in Landscape Design/Architecture
- ☐ Certificate in Landscape Design/Architecture
- ☐ Membership in the American Society of Landscape Architects (ASLA)
- ☐ Membership in the Association of Professional Landscape Designers (APLD)
- ☐ C-27 Landscaping Contractor License
- ☐ Master Gardener Certification
- ☐ ReScape Qualified Professional
- ☐ Qualified Water Efficient Landscaper Certification
- ☐ Other



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3. Attach photos for two completed local, climate-appropriate garden projects designed by the applicant, list project details:

Project #1 - May we contact this reference? Yes No

Address

Project contact name

Phone Number

Project #2 - May we contact this reference? Yes No

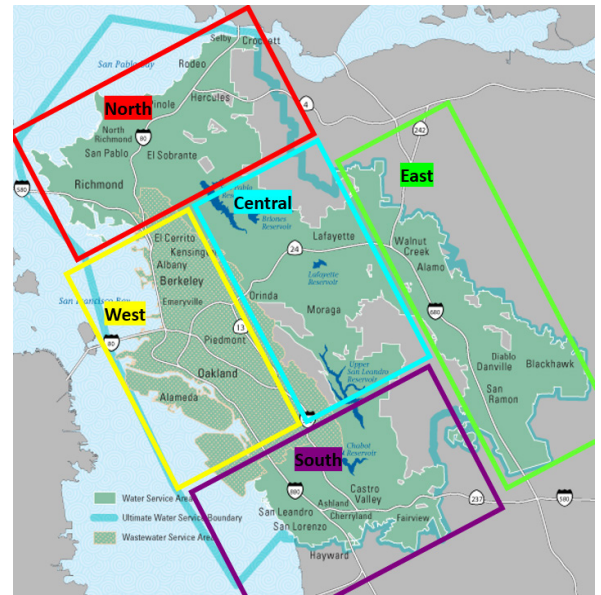
Address

Project contact name

Phone Number

4. Where within the EBMUD Service Area are you willing to provide services? This information will be listed on the Landscape Design Assistance Program website to assist customers in selecting a designer. Please select all that apply.

- ☐ Entire Service Area
- ☐ North – Richmond, El Sobrante, San Pablo, Hercules, Crockett
- ☐ West – El Cerrito, Berkeley, Oakland, Alameda
- ☐ South – San Leandro, San Lorenzo, Castro Valley
- ☐ East – Walnut Creek, Alamo, Danville, San Ramon
- ☐ Central – Lafayette, Orinda, Moraga
- ☐ Other (please specify):



Designer Agreement

This is a no-cost agreement between the East Bay Municipal Utility District (District) and the undersigned Landscape Design Company (Designer). The Agreement describes the responsibilities of the District and the Designer regarding the Landscape Design Assistance Program (Design Program).

Designer Name

Company

Phone Number

Email

Address



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1-866-403-2683
www.ebmud.com/watersmart

Program Goals

EBMUD encourages customers to replace lawns with sustainable landscapes that feature climate-appropriate plants and water-efficient irrigation systems. To achieve this goal, many EBMUD customers need design assistance to create a beautiful, low-maintenance, water-efficient landscape.

The purpose of the Design Program is to engage professional landscape Designers to assist with the lawn conversion design. To do this, the District reimburses the customer a flat fee for a two-hour professional landscape design consultation when the customer completes their lawn conversion project.

Designer Eligibility

To participate in the Design Program, professional landscape Designers must demonstrate capabilities and experience in the fields of sustainable landscape design, including extensive knowledge of climate appropriate plants, mulch, soil health, permeable landscape materials, water-efficient irrigation systems, and lawn removal techniques. The Designer must also demonstrate strong customer service skills and the ability to communicate effectively with program participants.

Required Qualifications:

- Five years of experience designing water-wise or climate appropriate residential landscapes.
- Meet one or more of the following:
 - BA/BS in Landscape Architecture
 - AA/ Certificate in Landscape Design/ Landscape Architecture
 - Membership in the American Society of Landscape Architects (ASLA)
 - Membership in the Association of Professional Landscape Designers (APLD)
 - C-27 Landscaping Contractor License
 - Master Gardener Certification
 - ReScape Qualified Professional
 - Other equivalent sustainable landscape education (will be considered)

Designer Responsibilities

- Designer understands the terms and conditions of both the District's Landscape Rebate Program and Landscape Design Assistance Program and is able to convey program requirements to the customer.
- Designer shall remind customers that they must be eligible for the Design Program in order to receive reimbursement prior to providing design services. Eligibility for the Design Program is described in the Design Program Terms and Conditions.
- Designer agrees to provide two full hours of quality landscape design consultation at the agreed upon fee listed in this agreement.
- The customer and the Designer may contract for additional services outside of the two-hour consultation.
- Designer agrees that design ideas, plans, plant choices, irrigation systems and other advice provided to the customer are consistent with the District's [Landscape Rebate Program](#) requirements.



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- Designer will provide the customer with at least the following during the two-hour consultation (Basic Design):
 - General analysis of the site conditions and evaluation of the customer needs.
 - Suggested plant list of low and very low water use plants for the project.
 - Basic layout ideas or a sketch of a landscape design. Including plant layout and other design elements like focal points, pathways, patios, etc.
 - Irrigation recommendations for the site, including appropriate hydrozones.
 - Recommendations for maintenance and care of the proposed landscape.
 - Designer agrees to participate in annual meetings with EBMUD.

Landscape Requirements

Landscape designs and recommendations must only include low and very low water use plants, must be drought tolerant, and must be consistent with the objectives of the District's Lawn Conversion Rebate Program.

Fee for Design Consultation

- Designer will charge a fee to the customer not to exceed \$200 total for the two-hour landscape design consultation.
- Customer will pay the Designer at the time of service and Designer will provide the customer with a receipt.
- District will reimburse the customer only upon successful completion of a lawn conversion rebate project.
- If mutually agreeable, the Designer and Customer may contract for additional design services outside of this agreement.

Communication with EBMUD

Designer agrees to notify the District each time a landscape design consultation is completed and provide customer name and address and date of consultation. Designer will notify the District via email to: waterconservation@ebmud.com.

Design Program Process

Step 1. Customer fills out and submits to EBMUD a Landscape Rebate Conversion Application and a Landscape Design Assistance Application. Customer waits to receive application approval notice before proceeding.

Step 2. Customer chooses a designer from the list of Approved EBMUD Landscape Designers. List is available at www.ebmud.com/rebates.

Step 3. Customer schedules a two-hour landscape design consultation. Ideally, the customer has completed the Landscape Design Questionnaire in advance to guide the consultation.

Step 4. The customer pays the Landscape Designer the \$200 fee upon delivery of Basic Design concept.



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Step 5. Customer emails/mailes the design consultation receipt from the Designer to waterconservation@ebmud.com or EBMUD Water Conservation PO Box 24055, MS 109 Oakland, CA 94607-4240. Upon successful completion of lawn conversion rebate project, EBMUD will issue \$200 rebate credit for landscape design assistance to the customer. EBMUD will not reimburse the fee if the project is not completed. The reimbursement will be issued as a water bill credit.

EBMUD Actions

- EBMUD will list Designer's information including company name, contact information, link to website, and other information as needed on its [website](#) or provide link to same, for unlimited download by customer for the duration of program period.
- The Designer fee will be reimbursed by EBMUD only if the participant completes their lawn conversion project.
- EBMUD agrees to promote the Design Program to all eligible customers.

Term of Designer Agreement

This agreement is valid from the date this agreement is executed until terminated in accordance with the Termination of Agreement provision below.

Termination of Agreement

EBMUD or Designer may terminate this agreement at any time by providing the other with fourteen (14) days prior written notice to the other. The District reserves the right to terminate the agreement with any Designer.

Hold Harmless

Designer shall defend, indemnify, and hold harmless the District, its Directors, officers, employees, and agents from any and all claims, costs and liability for any damages, injuries or deaths arising directly or indirectly from, or connected with, the services provided hereunder and due to, or claimed or alleged to be due to negligence or willful misconduct of Designer, and will make good and reimburse District for any expenditure, including reasonable attorney's fees District may make by reason of such matters and, if requested by District, will defend any such suits at the sole cost and expense of Designer.

By signing below, the authorized parties signify they understand and comply with the requirements, eligibility, and responsibilities listed above.

Designer Name

Company

Signature

Date



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