



CITY COUNCIL MEMORANDUM

From: The Office of the City Manager **Date:** February 25, 2019

Subject: Authorize the City Manager to execute a professional services contract with Dunaway Associates for design development services and construction administration for the Linda Spurlock Park Renovation Project in the amount of \$148,690.

Presenter: Bill Thornton, Assistant Director of Parks and Recreation

Summary:

City Council is being asked to authorize the City Manager to execute a professional services contract with Dunaway Associates in the amount of \$148,690, for professional services related to the Linda Spurlock Park Renovation Project.

Renovation of Linda Spurlock Park was the top recommendation of the Updated Park Development Schedule adopted by Council in January 2016. This project will provide an investment in several of the city's established and growing residential areas and improve the delivery of parks and recreation services for our citizens.

General Description:

The city issued a request for qualifications to select the design team most closely aligned with successful planning, development and execution of this project. Responses were received on October 12, 2018 from:

Dunaway Associates	Kimley-Horn and Associates, Inc.
Dunkin Sims Stoffels, Inc.	Pacheco Koch
Fain Cuppett Landscape Architects	Schricket, Rollins and Associates, Inc.
GSBS Architects	Teague Nall & Perkins
Halff and Associates, Inc.	

In accordance with city policy, an evaluation committee comprised of Budget and Research Director Robert Myers, Assistant Director of Parks and Recreation Bill Thornton, Director of Library Services Cecilia Barham, Economic Development Specialist Elizabeth Copeland and Park Planner Michael Wilson met to evaluate the proposals received. After evaluating the proposals, the committee selected the following firms to participate in a formal interview:

Dunaway Associates
GSBS Architects
Teague Nall & Perkins

The committee conducted interviews with the selected firms on December 13, 2018. The interviews were formatted to allow the firms the opportunity to communicate the experience their project team has with neighborhood/community parks and renovation projects, their project teams' resources to complete the work and their references with similar projects.

After thorough discussion, Dunaway Associates was selected as the consultant most qualified for the project. The professional services agreement with Dunaway Associates includes the following basic services:

- Data collection;
- Preparing a master plan;
- Design development services;
- Preparing construction documents and specifications;
- Assisting with bidding and awarding the construction contract;
- Construction administration.

The agreement also includes additional services for:

- Soliciting and receiving public input;
- Stormwater Pollution and Prevention Plan;
- On-site topographic survey, boundary survey and final plat.

The total cost for all basic services (excluding additional services) represents approximately 12.7% of the anticipated construction cost. Dunaway Associates previously completed the design and construction documents for the Adventure World Playground Renovation Project. Other similar projects include Flag Pole Hill in Dallas, Post Oak Park in Sherman, Beard Park in Little Elm and Andrew Brown Park in Coppell. Funding for this project was included in the FY 18-19 Adopted Capital Budget as (PK1902) Linda Spurlock Park Renovation.

Recommendation:

Authorize the City Manager to execute a professional services contract with Dunaway Associates for design development services and construction administration for the Linda Spurlock Park Renovation Project in the amount of \$148,690.