

## Legislation Details

**File #:** 18-5380      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Passed  
**File created:** 3/16/2018      **In control:** City Council  
**On agenda:** 3/22/2018      **Final action:** 3/22/2018  
**Title:** AUTHORIZATION TO AWARD CONTRACT TO "SCJ ALLIANCE" FOR ARCHIE ANDERSON PARK MASTER PLAN UPDATE

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**  
 Address Quality of Place Issues  
 Preserve and Enhance Neighborhoods

**CITY ATTORNEY REVIEW:** REQUIRED

**SUMMARY STATEMENT:**

The previous Archie Anderson Park Master Plan was adopted in 2011 to address upgrading existing facilities and to introduce new amenities into the park system. During the park planning process the main focus was on enhancing the park to accommodate a large baseball facility although decline in participation in youth baseball was already underway in Longview. The current plan includes installing additional baseball features and does not meet the current need of the park and residents. An update to the plan allows for expanded use as a community park and gathering place, and not as single sport specific.

The adopted master plan design does not align with the current and expected future use of the park. The playground is over 20 years old and is first in line in the City's Playground Removal and Replacement Plan. The footprint of the play space was greatly reduced in the master planning process and will not meet the needs of the park patrons. Creating a plan that calls for the removal of the current baseball field and construction of open space, sports fields, and community gathering areas will draw attraction to the park and be more useful to residents.

In April of 2017, the department submitted a \$14,000 CDBG Grant submission to begin the process of updating the park plan. The department was awarded \$10,000 in grant funding and will supplement the shortfall from the professional services portion of the operating budget. In January the Parks and Recreation Department solicited a Request For Proposals (RFP) for professional park planning services. The Department received proposals ending January 18, 2018.

To review and evaluate the proposals, each proposal was studied, scored, and discussed with members from council, staff, community groups, and advisory board. As identified in the RFP, proposals were evaluated and scored with equal weighting in each in the areas of; recent park master planning experience, work plan provided, deliverables, past performance, and cost

Proposals were received from three companies with the following rankings and bids:

Company	Ranking	Bid
GreenWorks	1st	\$58,530
SCJ Alliance	2nd	\$14,400
RWD	3rd	\$14,000

After evaluation of the three proposals, it was determined that SCJ Alliances' proposal and price best suited the Department's goals and would provide the most comprehensive services for this project. SCJ Alliance will provide the following key work elements:

**Project Initiation:** Coordination and kick-off meeting to clearly understand the scope of services and define responsibilities.

**Research and Analysis:** Review existing plans and documents related to the Archie Anderson Park. The intent is to review past practices and proposals that will help to guide the update to the existing master plan for Archie Anderson Park.

**Community Outreach and Public Participation:** As described in the RFP, a large amount community outreach, city staff, city committees, and city commissions is expected. SCJ will prepare and implement a public outreach plan that will guide community input strategies and provide insight into priorities of the community. SCJ will incorporate various methods of outreach to maximize opportunities to deliver updates and receive data.

**Schematic Designs:** Schematic designs will be used to develop alternatives and layouts based on the data received from stakeholder and community members from the outreach effort.

**Preparation of the Final Master Plan:** Prepare updated plan reflecting the information collected through the outreach and stakeholder participation.

**RECOMMENDED ACTION:** Motion to approve the professional services contract with "SCJ Alliance" in the amount of \$14,400.

**STAFF CONTACT:** JENN WILLS, PARKS & RECREATION DIRECTOR

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. SCJ Alliance - Agreement for Professional Services - Archie Anderson Master Plan Update 2018\_SCJ review.pdf

Date	Ver.	Action By	Action	Result
3/22/2018	1	City Council	approved	Pass