

## Legislation Details

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<b>File #:</b>	18-5503	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>		Passed	
<b>File created:</b>	7/5/2018	<b>In control:</b>		City Council	
<b>On agenda:</b>	7/12/2018	<b>Final action:</b>		7/12/2018	
<b>Title:</b>	PROFESSIONAL SERVICES AGREEMENT FOR ATHLETIC FACILITIES MASTER PLANNING SERVICES				

COUNCIL STRATEGIC INITIATIVE ADDRESSED:  
Address Quality of Place  
Strengthen Economic Conditions & Create New Opportunities.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Council directed staff to solicit qualified firms to facilitate park master planning services for an athletic facility complex west of 48th Avenue in March of 2018. The process requesting for qualified applicants took place during April and May with a final evaluation and determination of a firm in June.

A panel made up of City Council, Engineering, and Parks and Recreation staff members chose Hough, Beck, & Baird, Inc. (HBB) from Seattle, Washington, as the firm to execute the master planning process. HBB provides landscape architecture and planning services that successfully incorporate community character, public safety, long-term maintenance solutions, low impact development features, and accessible design principles.

HBB has provided three scope of work options for consideration:

Option #1 Full Scope: (\$260,875.00)

The full scope of work proposed by HBB will include an initial feasibility study of two sites, Roy Morse Park and the decommissioned sewer lagoon (the lagoon site). After the initial feasibility study is completed, a single site will be selected and a master plan prepared for that site. This project will also involve a collaborative and engaging public process to ensure the concepts developed for each site reflects our community's identity and the city's overall goals for a new athletic facility complex. The master planning process will generally include a review and analysis of the existing sites, a public process to gather input and feedback from initial feasibility through the final master plan, cost estimates on the preferred and final master plans, and associated phasing and funding strategies.

Option #2 Reduced Scope: (\$199,270.00)

The Reduced Scope option provides for reduced services. Services no longer conducted by HBB are either removed or required to be accomplished using City staff and resources. Some of the services reduced are the amount of community outreach and engagement opportunities as well as some of the environmental review. The reduced scope includes track changes from the original proposal.

Option #3 Single Site: (\$182,907.00)

The Single Site option includes all services (not including optional services) from the Full Scope Option #1 but removes the need for the review, analysis, and feasibility study of two sites. Roy Morse Park would be the focus of option #3 with either choosing that park at the main site for an athletic complex or as a phase 1 option with potential further development in the future based on successes.

Optional Additional Services:

Optional additional services include an economic development analysis to support the design and site

selection process, a statistically valid survey, a drone survey to supplement GIS data if needed (i.e. for topographic information if not available in current GIS data), field lighting plan and load calculations, and a programmatic SEPA or NEPA to support final adoption of the master plan. (\$66,500.00)

A) Economic Development Analysis	\$15,000.00
B) Statistically Valid Survey	\$30,000.00
C) SEPA / NEPA Documentation	\$8,500.00
D) Drone Survey (to supplement topo data if not on GIS)	\$9,500.00
E) Field Lighting Plan & Load Calculations	\$3,500.00

**RECOMMENDED ACTION:**

Motion to:

- 1) Approve entering into a Professional Services Agreement with Hough, Beck, and Baird, Inc. with Option #1 as Attachment A
- 2) Approve entering into a Professional Services Agreement with Hough, Beck, and Baird, Inc. with Option #2 as Attachment A
- 3) Approve entering into a Professional Services Agreement with Hough, Beck, and Baird, Inc. with Option #3 as Attachment A

And

- 4) Include staff recommendations for optional additional services (A & E) of an Economic Development Analysis and Field Lighting Plan & Load Calculations (\$18,500)

STAFF CONTACT: Jennifer Wills, Parks and Recreation Director

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. HBB Professional Services Agreement, 2. Option #1 Full Scope of Work - Athletic Facilities Master Plan, 3. Option #2 Reduced Scope of Work - Athletic Facilities Master Plan, 4. Option #3 Single Site Scope of Work - Athletic Facilities Master Plan

Date	Ver.	Action By	Action	Result
7/12/2018	1	City Council	approved	Pass