



**DATE:** May 5, 2020

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **400 San Antonio Mini-Park, Project 20-48 – Authorize Professional Services Agreement**

### **RECOMMENDATION**

Authorize the City Manager to execute a professional services agreement with Callander Associates Landscape Architecture, Inc., to provide design and construction support services for 400 San Antonio Mini-Park, Project 20-48, in an amount not to exceed \$243,000.

### **BACKGROUND**

The proposed 0.50-acre park site was dedicated for park use by the developers of the 400 San Antonio Road residential development project. The project site is currently being used as a staging area by the developer under a license agreement between the developer and the City, which will terminate when the development is completed, which is anticipated in the near future. The location of the future park is shown in Figure 1 below.

**Figure 1: Project Location**



## **ANALYSIS**

On February 19, 2020, a Request for Proposals (RFP) was sent to seven firms on the City's preapproved landscape architect list, and five proposals were submitted to the City. The five proposals received were from Verde Design Inc.; Harris Design; SSA Landscape Architects, Inc.; RHAA Landscape Architects; and Callander Associates Landscape Architecture, Inc.

A review panel comprised of City staff from the Community Services and Public Works Departments evaluated and ranked the proposals. Callander Associates Landscape Architecture, Inc. (CALA) was deemed the most qualified to design the new park based on the merits of their experience and the qualifications of their subconsultants.

The main elements of the scope of services include:

- Conducting a preliminary investigation of the project site. The deliverable is an Existing Conditions Report, which includes a topographic survey.
- Preparing schematic designs. This will involve conducting two community meetings to solicit input on the park design, presentation of the concepts to the Parks and Recreation Commission (PRC) and City Council, assisting the City with environmental clearance, and preparing concept cost estimates. The deliverables are preparation of concepts for consideration and approval by Council.
- Preparing construction documents for bidding/construction based on the Council approved concept. The deliverables are plans, specifications, and cost estimates.

The fee for the recommended contract is \$218,000 for basic services and reimbursable expenses and a \$25,000 contingency for additional services, for a total not-to-exceed contract amount of \$243,000.

If the recommendation is approved by Council, CALA can begin preliminary work in summer 2020. The first community meeting is targeted for fall 2020 and will be followed by an additional community meeting and a PRC presentation to obtain a recommendation. The park naming and concept approval is planned for Council consideration in spring 2021. Following the concept approval by Council, staff will initiate the public art process and return to Council to approve the artwork prior to completing design. The project schedule estimates completion of design by fall 2021 and construction by summer 2022.

### **FISCAL IMPACT**

The 400 San Antonio Mini-Park, Project 20-48, is currently funded with \$1,829,000 from the Park Land Dedication Fund. The project has sufficient funding for the recommended action.

The total project cost is estimated to be approximately \$2,250,000. Additional Park Land Dedication funding is available for this project. However, due to the need to balance Park Land Dedication funding for other park projects in the area, staff is deferring a request for an allocation of additional funding for the completion of this project until cost estimates for the project are refined with the design process.

**ALTERNATIVES**

1. Do not approve the recommended contract with CALA.
2. Provide other direction to staff.

**PUBLIC NOTICING** – Agenda posting.

Prepared by:

Marichrisse Gabon  
Assistant Engineer

Reviewed by:

Lisa Au  
Principal Civil Engineer/Capital Projects

Approved by:

Dawn S. Cameron  
Public Works Director

Audrey Seymour Ramberg  
Assistant City Manager/  
Chief Operating Officer

MG/TS/6/CAM  
921-05-05-20CR  
200246

Attachment: 1. Consultant Scope and Budget

cc: APWD – Arango, PCE – Au, SPM – Rodriguez, SMA – Goedicke, PA – Li, SMA – Boram, File 20-48