



**DATE:** November 13, 2018

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **South Whisman Park Design,  
Project 17-34 – Authorize  
Professional Services Agreement**

### **RECOMMENDATION**

Authorize the City Manager to execute a professional services agreement with Harris Design to provide design services and construction support for South Whisman Park Design, Project 17-34, in an amount not to exceed \$335,000.

### **BACKGROUND**

The proposed 2.76-acre park site on 420 to 430 Ferguson Drive was dedicated to the City for park use by the developers of the Radius Development (see Figure 1). The park is proposed to include sports fields and a children's play area along with landscaped open space.



Figure 1 – South Whisman Park Location

## ANALYSIS

On August 31, 2018, a Request for Proposals (RFP) was sent to firms on the City's preapproved landscape architect list for South Whisman Park Design, Project 17-34. On September 18, 2018, the City received two proposals.

A review panel was selected comprised of staff from the Community Services and Public Works Departments. Harris Design (Harris) was deemed the most qualified to design the new park based on the merits of their proposal, experience, and the qualifications of their subconsultants. Harris Design submitted a design fee within the project budget.

The main elements of Harris Design's scope of services (see Attachment 1) include:

- Conduct a preliminary investigation of the project site. The deliverable is an Existing Conditions Report which includes a topographic survey, utilities assessment, and geotechnical report.
- Prepare Schematic Designs. This will involve conducting community meetings to solicit input on the park design, presentation of the concepts to the Parks and Recreation Commission and City Council, assisting the City with environmental clearance, and preparing concept cost estimates. The deliverables are preparation of concepts within the project construction budget for approval by Council.
- Prepare construction documents for bidding/construction based on the Council-approved concept. The deliverables are plans, specifications, and cost estimate.
- Provide construction support and postconstruction preparation of record drawings.

The fee for the recommended contract is \$310,000 for basic services and reimbursables and a \$25,000 contingency for additional services for a total not-to-exceed contract amount of \$335,000.

If the recommendations are approved by Council, the consultant team will begin preliminary work in January 2019. The first community meeting is targeted for February/March 2019 with approval of a concept by Council in September 2019.

### **FISCAL IMPACT**

South Whisman Park Design, Project 17-34, is funded with \$983,400 and is adequate to fund the consultant fees for design and construction phases in the amount of \$335,000. Staff will request funding for the South Whisman Park Construction phase as part of the Fiscal Year 2019-20 Capital Improvement Program.

### **ALTERNATIVES**

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

**PUBLIC NOTICING** – Agenda posting.

Prepared by:

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Approved by:

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RSR/TS/2/CAM  
943-11-13-18CR

Attachment: 1. Harris Design's Scope of Work and Fee Proposal

cc: Mr. Bill Harris  
Harris Design  
755 Folger Avenue  
Berkeley, CA 94710

CSD, ACSD, APWD – Solomon, POSM, PCE – Au, SPM – Rodriguez, AA –  
Goedicke, PA – Li, F (17-34)