



COUNCIL REPORT

DATE: June 13, 2023

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Pickleball Court Preliminary Study & Design, Project 23-36—Authorize Professional Services Agreement**

RECOMMENDATION

Authorize the City Manager or designee to execute a professional services agreement with Verde Design, Inc., to provide design and construction support services for Pickleball Court Preliminary Study & Design, Project 23-36, in an amount not to exceed \$156,000.

BACKGROUND

Pickleball, a racket sport that mixes tennis, badminton, and ping-pong, has become one of the fastest-growing sports in America over the last few years. In 2015, the City launched a pickleball program using a temporary painted asphalt court at Rengstorff Park. The program quickly grew in popularity within the community, and in 2018 three pickleball courts were installed at Rengstorff Park—two courts dedicated with nets and one court lined without a net to provide flexible use for pickleball or “ball wall” users.

The City has seen a large increase in the number of pickleball players utilizing the temporary and permanent courts, as well as an increase in the number of community requests for additional pickleball courts to be installed. To accommodate these growing requests in the short term, a pilot program for additional dual-striped tennis/pickleball courts was implemented at Rengstorff Park.

On [June 28, 2022](#), Council adopted the Fiscal Year 2022-23 Capital Improvement Program (CIP), including the addition of a new project for a preliminary study and design that will identify possible locations and designs for new dedicated pickleball courts.

ANALYSIS

On March 2, 2023, the City issued a Request for Proposals (RFP) for design and construction support services for new pickleball courts. The City received proposals from two firms. A selection committee comprised of Community Services and Public Works staff evaluated the

proposals and reviewed the firms' qualifications and understanding of the project. The selection committee recommends Verde Design, Inc. (Verde Design), as the most qualified firm based on their written proposal, experience in completing similar projects, and understanding of project goals. Verde Design has delivered designs for the City previously and is familiar with City standards.

The main elements of the scope of services for the project include:

Phase A

- Conduct a preliminary investigation of the potential sites, site research, feasibility, and phasing analysis;
- Prepare up to three schematic design concepts;
- Conduct a community meeting to solicit input on the locations and design concepts for the pickleball courts and present the locations and design concepts to the Parks and Recreation Commission (PRC) and City Council;
- Assist the City with environmental clearance; and
- Prepare construction cost estimates.

Phase B

- Prepare construction documents for bidding/construction based on the Council-approved concept. The deliverables are plans, specifications, and cost estimates; and
- Provide construction support services.

The fee for the Phase A scope is \$156,000. This fee is consistent for such services, and staff considers the fee to be fair and reasonable for the scope of work required. When Council approves the locations and design concepts, staff will request Council approval to amend the contract with Verde Design to add funding for the Phase B scope of work.

If the recommended action is approved by Council, Verde Design will begin work in summer 2023. A community meeting is targeted for fall 2023 and will be followed by a presentation to the PRC to solicit their feedback and recommendation to Council. The concept approval is planned for Council consideration in early 2024. Following the concept approval by Council, and if the estimated construction cost exceeds the \$1 million threshold per Council Policy K-5, staff will initiate the public art process and return to Council to approve the artwork prior to completing

design. Final design is anticipated to be completed by fall 2024, and construction is expected to start in 2025.

FISCAL IMPACT

Pickleball Court Preliminary Study & Design, Project 23-36, is funded with \$200,000 from the Park Land Dedication Fund. The recommended not-to-exceed contract amount of \$156,000 includes \$141,000 for basic services and reimbursable expenses and \$15,000 contingency for additional services. The project has sufficient funding for the recommended action, and no additional appropriation is requested at this time.

As directed by Council at the [April 3, 2023](#) Study Session review of the Fiscal Year 2023-24 to 2027-28 CIP, the recommended Fiscal Year 2023-24 CIP to be adopted by Council on June 27, 2023 includes amending the title and scope for Project 23-36 to add construction and adding \$1 million to the project budget. With the additional budget, there will be sufficient funding for the Phase B scope of services and some funding for construction. Should additional funding be required for construction, staff will request an appropriation prior to advertising the project for bids.

ALTERNATIVES

1. Do not authorize the recommended professional services agreement.
2. Provide other direction.

PUBLIC NOTICING—Agenda posting.

Prepared by:

Faryal Saiidnia
Senior Project Manager

Reviewed by:

David O. Printy
Principal Project Manager

Edward Arango
Assistant Public Works Director/
City Engineer

FS/LL/1/CAM
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Approved by:

Dawn S. Cameron
Public Works Director

Audrey Seymour Ramberg
Assistant City Manager

cc: APWD—Arango, PPM, SPM—Saiidnia, SMA—Doan, SMA—Goedicke, F/c (23-36)