



Legislation Details (With Text)

<b>File #:</b>	18-2308	<b>Name:</b>	AUTHORIZATION TO NEGOTIATE A CONTRACT TO PROVIDE A PARKS AND RECREATION MASTER PLAN
<b>Type:</b>	Purchasing/Contract	<b>In control:</b>	Village Council
<b>On agenda:</b>	12/11/2018	<b>Final action:</b>	
<b>Title:</b>	AUTHORIZATION TO NEGOTIATE A CONTRACT TO PROVIDE A PARKS AND RECREATION MASTER PLAN		
<b>Code sections:</b>			
<b>Attachments:</b>	1. 1. RFQ Document, 2. 2. AECOM Submittal, 3. 3. Selection Committee Scoring - Evaluation, 4. 4. Selection Committee Scoring - Interviews, 5. 5. Notice of Intent		

Date	Ver.	Action By	Action	Result
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**ITEM: AUTHORIZATION TO NEGOTIATE A CONTRACT TO PROVIDE A PARKS AND RECREATION MASTER PLAN**

**REQUEST:** Authorization to negotiate a contract with AECOM Technical Services, Inc. to provide the Village with a parks and recreation master plan.

**EXPLANATION:** On September 11, 2018, the Village released RFQ #025-18/ED, seeking qualified firms interested in providing the Village with a parks and recreation master plan. This study will develop a 10-year parks and recreation comprehensive plan that will improve and update recreation programs, events, facilities and resources.

Specifically, the Master Plan should achieve the following objectives:

1. Create a proactive framework for the design and management of the Village of Wellington’s parks and recreation system within the context of the overall public realm, including streets, trails, and storm water facilities
2. Based on community feedback and direction, identify vision and overarching direction for the Parks and Recreation Department.
3. Make recommendations to protect and enhance the Village’s urban tree canopy.
4. Make recommendations for the Parks and Recreation Department organizational structure.
5. Make recommendations to upgrade existing parks, including estimated costs of deferred maintenance, repair and replacement of facilities
6. Identify recreation trends, residents’ needs and priorities for additional improvements to existing parks
7. Recommend locations for new pocket parks and neighborhood parks, including the potential use of Village-owned properties
8. Recommend safe routes to parks and schools to create a connected bicycle/pedestrian system, including the identification of missing segments and alternatives
9. Develop conceptual site design plans for top priority park improvements
10. Estimate increased capital, operations and maintenance costs for proposed improvements
11. Develop prioritization criteria for capital improvements
12. Determine the impact that the surrounding new development will have on our parks, facilities, and

programs.

13. Provide analysis of sports tourism and the tournaments that take place in Wellington. Determine the economic impact this has on Wellington, the amount of residents who are involved, and the community desire for an increase or decrease in these activities.
14. Identify benchmarks of similar parks systems
15. Develop an implementation strategy for top priority improvements, including a phasing plan based on anticipated revenues
16. Utilizing feedback from the community, determine the best uses for a potential Cultural Arts Center, K-Park, Town Center, and a new Aquatics Complex
17. Establish an implementation framework for proposed improvements, including construction delivery methods and required staffing

On October 10, 2018, the Village received proposals from five firms interested in providing such services. After evaluating the proposals, on October 24, 2018, the selection committee met and independently scored and ranked each proposer as follows:

1. Barth Associates, LLC
2. Greenplay, LLC
3. AECOM Technical Services, Inc.
4. Dover Khol & Partners
5. GAI Consultants, Inc.

The criteria for ranking each firm included Qualifications & Experience and Approach & Methodology.

The selection committee requested 30-minute sessions (20-minute presentation/10 minutes questions and answers) with each participating firm. Two of the firms (Dover Khol & Partners and GAI Consultants, Inc.) subsequently withdrew from consideration.

On November 7, 2018, the selection committee conducted interviews and heard presentations with the three remaining proposers. Subsequently, the committee re-scored and re-ranked the proposers as follows:

1. AECOM Technical Services, Inc.
2. Barth Associates, LLC
3. Greenplay, LLC

Based on the results, the selection committee recommended contract negotiations with the highest ranked firm, AECOM Technical Services, Inc.

Staff is seeking authorization to negotiate a contract with AECOM Technical Services, Inc., a non-local vendor, to provide a parks and recreation master plan. In the event a contract cannot be negotiated with AECOM Technical Services, Inc., staff will initiate negotiations with the next highest ranked firm (Barth Associates, Inc.).

Any negotiated contract would require Council approval before award.

**BUDGET AMENDMENT REQUIRED:** NO

**PUBLIC HEARING:** NO                      **QUASI-JUDICIAL:**

**FIRST READING:**                              **SECOND READING:**

**LEGAL SUFFICIENCY:** YES

**FISCAL IMPACT:** No fiscal impact until a contract is awarded.

**WELLINGTON FUNDAMENTAL:** Responsive Government

**RECOMMENDATION:** Authorization to negotiate a contract with AECOM Technical Services, Inc. to provide the Village with a parks and recreation master plan.