



Legislation Text

File #: 18-2581, **Version:** 1

ITEM: AUTHORIZATION TO AWARD A CONTRACT TO PROVIDE A PARKS AND RECREATION MASTER PLAN

REQUEST: Authorization to award a contract to provide a Parks and Recreation Master Plan, to AECOM Technical Services, in the amount of \$149,772.48.

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. On December 11, 2018, the Village Council authorized contract negotiations with the highest ranked proposer, AECOM Technical Services, to develop a 10-year parks and recreation comprehensive plan to improve and update recreation programs, events, facilities and resources.

Specifically, the Master Plan will 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, staff, and council 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

AECOM Technical Services' initial proposal was for a flat fee of \$177,000. After considerable discussion between AECOM and Village staff, regarding scope and fee, they have agreed to perform the services for \$149,772.48, a reduction of 27,227.52 or approximately fifteen percent (15%) from the original proposal.

Staff recommends awarding a contract to AECOM Technical Services, to provide a comprehensive parks and recreation master plan at a cost of \$149,772.48.

The master plan will take approximately twelve (12) months to complete.

BUDGET AMENDMENT REQUIRED: NO

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

FIRST READING: **SECOND READING:**

LEGAL SUFFICIENCY: YES

FISCAL IMPACT: Funding is included in the FY 2019 Parks Capital Budget.

WELLINGTON FUNDAMENTAL: Responsive Government

RECOMMENDATION: Authorization to award a contract to provide a Parks and Recreation Master Plan to AECOM Technical Services in the amount of \$149,772.48.