



## Legislation Text

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**File #:** ID 17-0638, **Version:** 1

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Resolution Authorizing Contract in the Amount of \$231,800 with The City of Greensboro and Sasaki Associates, Inc. for the Parks and Recreation Comprehensive Master Plan and Maintenance Management Plan

Department: Parks and Recreation  
Council District: All

Public Hearing: N/A  
Advertising Date/By: N/A

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### **PURPOSE:**

The current Parks and Recreation Comprehensive Master Plan was initially adopted in 1998 and updated in 2005 and will expire in 2017. The purpose of the master plan is to address parkland and recreation needs for the community and to provide a balanced system of development, programs, and services through 2038. As the current Plan nears the end of its planning period, the new Master Plan is needed to address parkland and recreation needs for a 20-year planning period and transform the community's vision into a tangible plan through visioning, recommendations, strategies, public outreach and community engagement. The new plan will recognize current needs and development in the City, to evaluate and create strategies to address future recreational needs and priorities within the next 10-20 years, and allow for the flexibility to incorporate facilities that will address trends and the needs of residents as the City continues to grow.

The new Master Plan is necessary for the Parks and Recreation Department to continue to apply for Parks and Recreation Trust Fund (PARTF) grants, maintain its accreditation through the Commission for Accreditation Park Recreation Agencies (CAPRA), and be a gold medal agency through the National Parks and Recreation Association.

### **BACKGROUND:**

A Request for Qualifications (RFQ) process was completed in April 2017 and resulted in the City receiving five responses from firms seeking to provide professional services to complete the Parks and Recreation Comprehensive Master Plan and a Maintenance Management Plan. A stakeholder group completed a weighted review of the five proposals in May 2017. At completion of the review process, which included in-person interviews, Sasaki Associates, Inc. was selected. The total contract amount is \$231,800, which includes \$203,000 for the master plan and \$28,800 for the maintenance management plan. Attached is an Executive Summary submitted by Sasaki Associates, Inc. to detail the components and deliverables of the master plan, which includes a comprehensive public input process, extensive needs analysis, operations and financial review and recommendations, implementation strategies, guiding principles, plan vision, and maintenance management plan to standardize maintenance practices to increase efficiency and quality.

Sasaki Associates, Inc. will utilize Revington Reaves, a local Landscape Architecture firm for WBE participation of 24.6 %. The MWBE office did not set goals for the project but firm respondents received additional evaluations points based on MBE/WBE participation for goods or services with the contract. The MWBE Office letter from September 11, 2017 is attached.

At its October 11, 2017, the Parks and Recreation Commission recommended approval of the selection of Sasaki Associates, Inc. as the consultants for the master plan update. The Commission directed staff to bring this item to Council for consideration. If approved, the project is anticipated to be completed by October 2018.

**BUDGET IMPACT:**

The value of this contract \$231,800. \$158,000 is allocated in the FY 17-18 budget and the remaining contract balance of \$73,800 will be included in the FY 18-19 budget. Funding to cover this agreement is included in the account number 101-5022-50.

**RECOMMENDATION / ACTION REQUESTED:**

It is recommended by the Parks and Recreation Commission that City Council approve the execution of a contract with Sasaki Associates, Inc. in the amount of \$231,800 for the completion of the Parks and Recreation Comprehensive Master Plan and Maintenance Management Plan.