

Mayor and Council Communication

DATE: 06/11/24

M&C FILE NUMBER: M&C 24-0527

LOG NAME: 80STANTEC_AMENDMENT NO. 2

SUBJECT

(ALL) Authorize Execution of Amendment No. 2 to a Professional Services Agreement with Stantec Consulting Services, Inc. in an Amount Up to \$271,250.00 to Provide Additional Professional Services for the 2025 Park, Recreation, and Open Space Master Plan for a Revised Total Contract Amount of \$794,850.00, Adopt Appropriation Ordinance, and Amend Fiscal Years 2024-2028 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the execution of Amendment No. 2 to City Secretary Contract No. 59896, with Stantec Consulting Services, Inc., in an amount up to \$271,250.00 for additional professional services for the 2025 Park, Recreation and Open Space Master Plan and Needs Assessment Study project (City Project No. 104861);
 2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the PARD Dedication Fees Fund, in the amount of \$271,250.00, from available interest revenue, for the purpose of funding the PARD studies programmable project (City Project No. P00119); and
 3. Amend the Fiscal Years 2024-2028 Capital Improvement Program.
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DISCUSSION:

The purpose of this Mayor & Council Communication (M&C) is to authorize Amendment No. 2 to an existing professional services agreement with Stantec Consulting Services, Inc. for the 2025 Park, Recreation and Open Space Master Plan and Needs Assessment Study project.

Stantec Consulting Services, Inc. was awarded City Secretary Contract No. 59896 (M&C 23-0512) on June 27, 2023 to develop the 2025 Park, Recreation and Open Space Master Plan and Needs Assessment Study.

Amendment No. 1 in the amount of \$83,600.00 was approved administratively to revise the funding for additional services associated with the stakeholder groups, steering committees, Council Member one-on-one meetings, and Park & Recreation Advisory Board meetings.

Stantec Consulting Services, Inc. proposes to complete the additional work associated with Amendment No. 2 for a fee up to \$271,250.00. This amendment will provide additional professional services to analyze the structure and strategies required to enhance the park, recreation and open space system in collaboration with the PARD Aspirational Plan being facilitated by HR&A consultants (M&C 24-0079).

The Park, Recreation and Open Space Master Plan represents an excellent opportunity to realize Fort Worth's long-held vision of itself as a "City within a Park." This additional scope will achieve this realization by defining Fort Worth as a city of many different dimensions - economic, cultural, social, environmental, physical, etc. and then determining how its parks, recreation programming, and open space setting can support enhancing each of these dimensions to realize the full potential and benefits of being one of the premier large city park, recreation and open space departments in the country.

Under the additional scope of services, the Stantec team will:

- Meet with members of the FWLab and HR&A to discuss the City's Aspirational Plan, continue coordination and collaboration on both projects, as well as organize deliverables and implementation strategies between both groups in a series of workshops;
- Review existing information developed by both teams, along with new data gathering, obtain City and stakeholder input, as well as a targeted partner engagement process to include a variety of users as well as programming partners to develop a longer-range programming plan focused on activation and management of public park, recreation and open spaces under sustainable operating systems;
- Utilize City-provided data, readily available GIS information, and Lidar aerial maps to create up to six park and public space typologies and provide strategies on how to identify catalyst projects using these typologies;
- Draft the Mission, Vision, and Goals for review and comment followed by publication of a Final Mission Statement, Vision Statement, and Goals for wide distribution in print and online communication;
- Review the current conditions, future needs, and existing gaps relevant to the City's Park, Recreation and Open Space System;
- Incorporate an activation component to the Stakeholder and Community Engagement Plan. The placemaking and activation goals include collecting information from focus group meetings and interviews with relevant partners and stakeholders as part of already planned Stakeholder Groups Listening Sessions and Ambassador Listening Sessions. The activation strategy will look at the overall city-wide needs and opportunities, as well as district and audience-specific needs; and
- Identify and develop a set of "urban design strategies" that will contribute a system-wide identity and emphasize the value of public places on enriching quality of life and community character across Fort Worth.

Staff considers the fee to be fair and reasonable for the scope of services proposed.

A waiver of the goal for Business Equity subcontracting requirements was requested, and approved by the DVIN, in accordance with the applicable Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

Funding for this contract amendment was not included in the Fiscal Years (FY) 2024-2028 Capital Improvement Program due to the pending status of the Aspirational Plan project. The action in this M&C will amend the FY2024-2028 Capital Improvement Program as approved in connection with Ordinance No. 26453-09-2023. Funding is budgeted in the PARD Dedication Fees Fund for the Park & Recreation Department for the purpose of funding the 2025 PROS Master Plan project.

This plan and programs are available in ALL COUNCIL DISTRICTS.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Unspecified-All Funds project within the PARD Dedication Fees Fund, and upon approval of the above recommendations, and adoption of the attached appropriation ordinance, funds will be available in the PARD Dedication Fees Fund for the 2025 PROS Master Plan project (City Project No. 104861) to support the approval of the above recommendations and execution of the agreement. Prior to an expenditure being incurred, the Park & Recreation Department has the responsibility of verifying the availability of funds.

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