

Mayor and Council Communication

DATE: 06/27/23

M&C FILE NUMBER: M&C 23-0512

LOG NAME: 80STANTEC CONSUL SVCS

SUBJECT

(ALL) Authorize Execution of a Professional Services Agreement with Stantec Consulting Services, Inc., in an Amount Not to Exceed \$440,000.00 for Consultant Services Related to the Development of the 2025 Park, Recreation and Open Space Master Plan and Needs Assessment Study for Submission to the Texas Parks & Wildlife Department, Adopt Appropriation Ordinance, and Amend Fiscal Years 2023-2027 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the execution of a professional services agreement with Stantec Consulting Services, Inc., in an amount not to exceed \$440,000.00 for consultant services related to the development of the 2025 Park, Recreation and Open Space Master Plan and Needs Assessment Study for submission to the Texas Parks & Wildlife Department;
 2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the PARD Dedication Fees Fund, in the amount of \$141,543.00, from available funds, for the purpose of funding the PARD Studies programmable project (City Project No. P00119); and
 3. Amend the Fiscal Years 2023-2027 Capital Improvement Program.
-

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize the execution of a professional services agreement for consultant services related to the development of the 2025 Park, Recreation and Open Space Master Plan and Needs Assessment Study for submission to the Texas Parks & Wildlife Department.

A Request for Qualifications was advertised/issued for professional services related to Park & Recreation development. Statements of Qualifications were received from nineteen firms which were then evaluated and scored by Park & Recreation Department (PARD) staff. All professional services submittals were included in the overall scoring, which was broken out into six specific types of consulting services:

- Systemwide Plans
- Community Park Master Planning and Construction Documents
- Neighborhood Park Master Planning and Construction Documents
- Urban Park Master Planning and Construction Documents
- Trail System Design and Construction Documents
- Drainage/Erosion/Dredging/Pavement Design and Construction Documents

PARD staff evaluated the submittals received and recommends awarding a professional services contract to Stantec Consulting Services, Inc., based on expertise and availability for delivery of the specified scope of services.

Under the professional services agreement, Stantec Consulting Services, Inc., (Stantec) will develop an overall Park, Recreation and Open Space Master Plan which will contain:

- General recommendations for the overall park system;
- Strategies for land acquisition for future parkland and facilities;
- Recommendations for improving existing parks and recreational facilities;
- Recommendations for the creation of new parks, park amenities, and programming;
- Strategies to expand and create additional recreational programming;
- Strategies for economic development for the Fort Worth park and recreation system;
- Financial strategies including possible funding / revenue streams and possible grant opportunities; and
- Recommendations regarding policy and regulatory revisions and amendments necessary to protect the final plan vision and concepts.

Stantec will develop, participate, and assist with stakeholder and community outreach / engagement throughout the project that identifies venues, key participants, stakeholders, and ambassador listening sessions with up to ten community workshops and ten pop-up events.

The Stantec Team will facilitate meetings to ensure input, review, and direction related to various activities and deliverables of the planning process.

Stantec, in collaboration with National Service Research, will work with City staff to create a statistically valid survey and online programming for community engagement. The survey, to be written in both English and Spanish, is an objective method to determine whether the park system effectively meets locally established standards.

Stantec Consulting Services, Inc. is in compliance with the City's Business Equity Ordinance by committing to 12% MWBE participation on this project. The City's MWBE goal on this project is 10%.

City staff recommends awarding a contract to Stantec Consulting Services, Inc. This planning effort will begin in the Summer of 2023 and will be completed by end of January 2025 or before.

Funding for this project was not included in the FY2023-2027 Capital Improvement Program due to the pending status of the Request for Proposals. The action in this M&C will amend the FY2023-2027 Capital Improvement Program as approved in connection with Ordinance No. 25773-09-2022.

This plan and programs are available in ALL COUNCIL DISTRICTS.

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 in the PARD Studies project within the General Capital Projects 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 and the General Capital Projects Fund for the 2025 PROS Master Plan project 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.

Submitted for City Manager's Office by: Jessica L. McEachern 5804

Originating Business Unit Head: Dave Lewis 5717

Additional Information Contact: Joel McElhany 5745