AM No. 10-144 (C5)

MEMO TO: City Council

FROM: John Marchione, Mayor

DATE: July 6, 2010

SUBJECT: APPROVAL OF SUPPLEMENTAL CONSULTANT AGREEMENT FOR RENOVATION DESIGN—SPIRITBROOK PARK

I. RECOMMENDED ACTION:

Approve the Supplemental Consultant Agreement with The Berger Partnership, P.S. for design services for the renovation of Spiritbrook Park in the amount of $66,000, and authorize the Mayor to sign the Agreement.

II. DEPARTMENT CONTACTS:

Craig Larsen, Parks and Recreation Director	425-556-2310
Bill Campbell, Public Works Director	425-556-2733
B Sanders, Senior Park Planner	425-556-2328
Dennis Brunelle, Senior Engineer	425-556-2724

III. DESCRIPTION:

The proposed Supplemental Consultant Agreement with The Berger Partnership is for landscape architectural services required in the design and renovation of Spiritbrook Park. The Berger Partnership was selected through a competitive process to prepare a Master Plan for the renovation of Spiritbrook Park in 2009/10. Staff proposes to amend the existing agreement to have The Berger Partnership continue to provide services through the design and construction phases.

Proposed work consists of renovation of the existing 1.9 acre neighborhood park that was originally developed in 1974. Ongoing issues with wet fields and poor drainage in the park and neighborhood have made renovation a high priority. Design and renovation of the park will be coordinated with the drainage design project that is being managed concurrently by the Public Works Department.

The design elements featured in the Master Plan include a new children's play area that is based on aquatic adventures, relocated basketball and pickleball courts, loop walking paths, enhanced wetlands with boardwalk and interpretive opportunities, and a bird blind picnic shelter. The existing open lawn area and backstop will remain, but underground drainage improvements will be provided.

Landscape architectural services for Spiritbrook Park include design development, collaboration with the engineering firm providing the drainage design, preparation of construction drawings and documents, and bid administration and construction administration assistance.

The City Council approved funding for the renovation of Spiritbrook Park in the 2009-2014 Parks Capital Investment Program budget.

IV. IMPACT:

A. Service/Delivery: This Supplemental Consultant Agreement will provide for design and construction assistance required for Spiritbrook Park.

B. Fiscal:

Estimated Project Costs:

Original Consultant Agreement	$ 55,230
Supplemental Agreement #1	$ 66,000
City Administration	$ 30,000
TOTAL	$151,230

Funding:

Parks CIP	$151,230

V. ALTERNATIVES:

City Council could choose to modify the scope of work, or direct staff to return at a later date. These actions will delay construction of the project beyond the estimated 2011 construction start date.

VI. TIME CONSTRAINTS:

Approval of the agreement is essential in order to proceed with the design and construction of Spiritbrook Park. Construction is slated to begin spring 2011.

VII. LIST OF ATTACHMENTS:

A. Supplemental Agreement
B. Exhibit A-1: Scope of Work
C. Exhibit B-1: Cost Proposal

/s/ 06/21/10
Craig Larsen, Parks and Recreation Director Date

Approved for Council Agenda /s/ Jane Christenson for 06/21/10
John Marchione, Mayor Date

ATTACHMENT A

Spiritbrook Park Renovation
Project No.

SUPPLEMENTAL AGREEMENT NO. 1

This SUPPLEMENTAL AGREEMENT, made and entered into this _____ day of June, 2010 between the City of Redmond, Washington, hereinafter called the CITY, and The Berger Partnership, hereinafter called the CONSULTANT, amends an earlier Agreement (AGREEMENT) dated February 3, 2009.

WHEREAS the CITY desires to supplement the original AGREEMENT;

NOW THEREFORE, it is mutually agreed that the terms, stipulations, and conditions of the original AGREEMENT shall be binding upon the parties hereto except insofar as amended by this SUPPLEMENTAL AGREEMENT as follows:

I

Section II, SCOPE OF WORK, is amended by the additional tasks summarized in Exhibit A-1 attached hereto.

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the completion date for all work to read October 31, 2011.

III

Section V, PAYMENT, shall be amended to compensate the CONSULTANT for the work described in Exhibit A-1.

A breakdown of the CONSULTANT'S cost proposal is attached hereto as Exhibit B-1. By this reference the exhibit is made a part of this SUPPLEMENTAL AGREEMENT.

Summarized below are the costs as listed in the original AGREEMENT and as modified by this SUPPLEMENTAL AGREEMENT.

Summary				
Description	**Original Agreement**	**Supplement No. 1**	**Supplement No. ___**	**Total**
Labor Cost	$55,230	$56,720		
Reimbursables		$ 1,000		
Total		$57,720		
Contingency		$ 8,280		
Grand Total		$66,000		

EXECUTION

IN WITNESS WHEREOF, the parties have executed this SUPPLEMENTAL AGREEMENT by having their representatives affix their signatures below.

The Berger Partnership, P.S.

By_____

_____
(Title)

CITY OF REDMOND

By _____
John Marchione, Mayor

Attested:

By_____
City Clerk

Approved as to Form:

By_____
City Attorney

ATTACHMENT B

SCOPE OF WORK

The park improvements include play areas, gathering spaces, a sport court, a shelter, paths, open space, wetland edge enhancements, and incorporation of existing trees and vegetation.

We will work closely with Anchor to integrate the stormwater/drainage solutions in the park. Anchor will lead the civil engineering efforts while we will lead the aesthetic and recreation effort. Plans and specifications will be coordinated into a single document set for bidding and construction. We will use the WSDOT format for the specifications. Plans and specifications will be provided to Anchor for permit submittal, bid, and construction.
A detailed list of tasks, services, meetings and deliverables follows.

Task 1. Design Development and Drainage Design Collaboration

In this phase, we will establish the character of the park features along with the locations, and extents of work. Specific services include the following:

- Meet with city staff and Anchor to define goals and strategies.
- Visit the site with city staff and Anchor to review existing conditions.
- Attend and participate in one charrette that covers stormwater/drainage options and integration with the park master plan.
- Attend (4) meetings to coordinate design work and the public presentation.
- Present and facilitate (1) park master plan update public meeting.
- Incorporate community input into the park master plan and provide a final master plan to Parks.
- Prepare a base plan over an updated CAD survey. (Procured by Anchor)
- Confirm project budget and scope through updating the cost estimate and reviewing phasing opportunities.
- Prepare plans, sections, sketches and images to define the character of the park features.
- Select site furnishings and play equipment.
- Work with Anchor to integrate the stormwater/drainage improvements into the park.
- Coordinate with Anchor on subsurface drainage and hardscape drainage.
- Prepare a plan set for the park amenities that includes: layout plan; grading plan; conceptual details, irrigation zoning diagrams; preliminary planting plan and plant list
- Prepare draft specifications.
- Prepare (1) estimate of probable construction costs for our work.
- Provide document set for review (50% project completion).
- Provide documents for permit submittal and approval.
- Provide revisions to address permitting comments.

Provide project administration.

Deliverables in this phase include:

- Park base plan
- Design Development submittal set (50% project completion)
- Estimate of probable construction costs
- Permit plans
- Draft specifications
- Permit documents

Construction Documents

During this phase, we will prepare documents for the bidding and construction of the project.

- Respond to final design development comments.
- Prepare a plan set for the park amenities that includes: layout plan; site details; grading plan; Civil ROW improvements; electrical plan and details; irrigation plans; irrigation details and schedules; planting plan; plant list and planting details.
- Coordinate with structural on detailing/engineering of shelter.
- Prepare specifications.
- Provide (1) update of the estimate of probable construction costs.
- Meet with Parks to review progress.
- Provide a document set at 70%, 90%, and 100% complete.
- Respond to City review comments on document set.
- Provide project administration.

Deliverables in this phase include:

- 70%, 90%, and 100% complete plans and specifications
- Updated probable cost of construction

Bid Administration

During this phase we will provide support services to the City for the bid process. Specific services include the following:

- Provide a digital copy of the bid documents.
- Answer contractor questions.
- Assist in the preparation of addenda.

Deliverables in this phase include:

- Digital copy of the bid documents
- Bid addenda

Construction Administration

During this phase we will provide support services to the city during construction. Services will be provided on an as-needed basis and may include the following:

- Review of submittals and shop drawings.
- Answer contractor questions.
- Make (10) visits to the project site to review contractor work and assure that it meets the design intent and quality standards.
- Provide project administration.
- Prepare electronic and hard copy record drawing sets

Additive Scope

The scope of work and fee in this category is for additional services such as meetings, presentations, meeting preparation, and consultant coordination. These services will be engaged upon your written approval.

- Prepare exhibits for additional presentations to the community.
- Attend and present at a second public open house.
- Additional design work due to revisions after the drainage concept has been approved.
- Presentations to City Council, City staff, committees, or commissions.
- Permit administration/response/revisions beyond the services in the base scope.
- Meeting/presentation preparation.

Assumptions

- No Parks and Trails Commission or City Council meetings or presentations are included.
- Permit services will be limited to support services only. We will provide necessary plan sheets and calculations and eight hours of permit administration. Additional time will be provided on an hourly basis.
- The existing irrigation controller and electrical supply will be reused.
- Drawings, specifications, and estimates of probable construction costs will be provided to Anchor for submittal.
- The City will administer the bid and construction process.
- TBP will provide information for inclusion in any required updates to the SEPA checklist. Updates to the SEPA checklist will be provided by others.

					ATTACHMENT C		
		Exhibit B-1					
		Cost Proposal					
		Hourly Rate	**# of Hours**	**Fee, This Task**			
Task 1	**Design Development**						
	Principal	$ 160	75	$ 12,000			
	Associate	$ 105	0	$ -			
	Project Manager	$ 85	86	$ 7,310			
	LA Staff	$ 75	0	$ -			
	Admin. Staff	$ 50	4	$ 200			
		TOTAL, Task 1		**$ 19,510**			
Task 2	**Construction Documents**						
	Principal	$ 160	56	$ 8,960			
	Associate	$ 105	20	$ 2,100			
	Project Manager	$ 85	118	$ 10,030			
	LA Staff	$ 75	24	$ 1,800			
	Admin. Staff	$ 50	4	$ 200			
		TOTAL, Task 2		**$ 23,090**			
Task 3	**Bid Administration**						
	Principal	$ 160	3	$ 480			
	Associate	$ 105		$ -			
	Project Manager	$ 85	6	$ 510			
	LA Staff	$ 75		$ -			
	Admin. Staff	$ 50		$ -			
		TOTAL, Task 3		**$ 990**			
Task 4	**Construction Administration**						
	Principal	$ 160	32	$ 5,120			
	Associate	$ 105		$ -			
	Project Manager	$ 85	36	$ 3,060			
	LA Staff	$ 75		$ -			
	Admin. Staff	$ 50		$ -			
		TOTAL, Task 4		**$ 8,180**			
Task 5	**Subconsultant: Structural Engineer**			**$ 4,950**			
	Subtotal			**$ 56,720**			

	Estimated Reimburseable Expenses			$ 1,000			
	Contingency			$ 8,280			
	TOTAL			**$ 66,000**			
	Staff Classifications						
	Principal	Greg Brower					
	Associate	Jud Youell					
	Project Manager	Whitney Summerford					
	Landscape Architectural Staff	Matt Martenson					
	Administrative Staff	Christine Gannon					