



## Staff Report

**TO:** City Council  
**FROM:** Doug Story, Community Services Director  
**DATE:** June 6, 2023  
**SUBJECT:** Approve a Professional Services Agreement with Brightview Design Group for the Construction Documents and Plans for Sports Park Field Lighting and Expansion Project - Capital Improvement Project (CIP) No. P-04 in an Amount Not to Exceed \$183,570

---

**Description** *Strategic Plan – Target #5 Quality of Life/Well Being - Goal #6 Complete Stewart Park and Sports Park Improvements – Priority Level #3*

### **Background and Analysis:**

At the direction of City Council, staff was instructed to begin a process to provide a plan for improvements to the Sports Park that would include new synthetic turf fields and water reduction measures. RHA Landscape Architects were awarded a contract to conduct a feasibility study to determine alternatives and options for improved turf and to reduce the amount of natural turf being watered at the Sports Park. Concept plans were presented to City Council, with direction given to staff to proceed with replacing the two southern soccer fields with a synthetic turf system, as well as to add additional sports field lighting to those two synthetic soccer fields and the three northern baseball fields.

On March 10, 2023, staff released a Request for Proposal (RFP) for Landscape Architectural Services – Sports Park Field Lighting and Expansion Project. The scope of work included the provision of grading plans, landscape plans, electrical engineering plans, technical specifications for turf installation and all associated construction documents for the installation of the synthetic turf, fencing, and sports field lights.

Sealed Bids were opened on April 14, 2023, and seven (7) responses were received. Staff reviewed all responses and presented a recommendation to the RFP Review Subcommittee to award a Professional Services Agreement to Brightview Design Group in the amount of \$183,570.

Submitted bids received:

Herman Design Group	\$137,441
Brightview Design Group	\$183,570
Architerra	\$185,053
HLA Group	\$236,580
Verde Design	\$259,236
RHA	\$313,940
David Volz Design	\$468,282

After reviewing the project experiences of all the submitted proposals, Brightview was determined to have experience and a selection of subcontractors with a level of expertise and experience that represented the desired scope of work from the RFP. Brightview and their subcontractors showed experience preparing plans for synthetic turf fields like the conceptual plans previously presented to Council.

**Fiscal Impact:**

Funding for this project is allocated through the five-year Capital Improvement Plan (CIP) Fiscal Year 2023-2027. Project No. P-04 has been appropriated \$6,319,884 for design and construction.

<b>P-04 Sports Park Field Lighting and Field Expansion Project Accounting Summary</b>				
<b>Funding Summary</b>				
<b>Funding Year</b>	<b>Funding Source</b>		<b>Amount</b>	
21/22	Regional Park DIF		\$1,000,000.00	
22/23	General Fund		\$5,019,884.00	
22/23	REC DIF (moved from P-06)		\$300,000.00	
<b>Total Project Funding =</b>			<b>\$6,319,884.00</b>	
<b>Budget Summary</b>				
<b>Project Component</b>	<b>Budget</b>	<b>Encumbered</b>	<b>Paid to Date</b>	<b>Remaining Budget</b>
Project Management	\$0.00	\$0.00	\$0.00	\$0.00
Preliminary Services	\$17,000.00	(\$16,700.00)	(\$12,945.82)	\$300.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00
Design	\$220,000.00	\$0.00	\$0.00	\$220,000.00
Construction	\$6,050,000.00	\$0.00	\$0.00	\$6,050,000.00
Construction Management	\$0.00	\$0.00	\$0.00	\$0.00
Permits	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$32,884.00	\$0.00	\$0.00	\$32,884.00
<b>Project Summary Totals</b>	<b>\$6,319,884.00</b>	<b>(\$16,700.00)</b>	<b>(\$12,945.82)</b>	<b>\$6,303,184.00</b>

**Recommended Action:**

Approve the Purchase Order for Brightview Design Group in the amount of \$183,570,  
and

Authorize the Mayor to execute the Professional Services Agreement for construction  
document and design services for CIP No. P-04, and

Authorize the City Manager to authorize any necessary change orders in an amount not  
to exceed \$18,357.

**Attachments:**

- A. Professional Services Agreement and Brightview Design Bid