

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEN SANTOS, DEPUTY DIRECTOR - PARKS
RECREATION AND PARKS DEPARTMENT

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH GSM
LANDSCAPE ARCHITECTS, INC., FOR KAWANA SPRINGS
COMMUNITY PARK MASTER PLAN AND 30% DESIGN

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Recreation and Parks Department that Council, by resolution, approve the Professional Services Agreement with GSM Landscape Architects, Inc., of Napa, CA to provide a master plan and 30% design and engineering plans for Kawana Springs Community Park in an amount not to exceed \$134,882.

EXECUTIVE SUMMARY

The purpose of this contract is to provide 30% preliminary design and engineering plans and graphics to develop a Master Plan for Kawana Springs Community Park.

BACKGROUND

The land for Kawana Springs Community Park was dedicated to the City in phases between 2006 and 2008 from Kawana Springs #3, #5, and #6 subdivision developments. The entire park site is 19.2 acres and is located in the southeast quadrant of Santa Rosa. The park is undeveloped and without a master plan. A Master Plan will guide the type and placement of assets on the site as funding becomes available, and aide the City in applying for grants to improve the site.

In May and June 2015 two community meetings were held and community members provided input on the type of amenities preferred for the concept plan. Staff received additional input via writing, Nextdoor.com, Facebook and the Recreation and Parks website. Two Board of Community Services (BOCS) meetings were held in July and August 2015 and additional community and BOCS input was received leading to a draft concept plan.

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PARK PRELIMINARY DESIGN
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A Request for Proposals (RFP) for a master plan and 30% design services was issued in January 2016. The draft concept plan was included in the RFP to illustrate the initial public input received summer 2015. Eight proposals were submitted and reviewed by a selection panel comprised of staff from Water, Transportation and Public Works, and Recreation and Parks departments. The top four ranked firms were invited to provide a presentation and interview. A staff panel and Council member assisted in scoring the proposals. GSM Landscape Architects Inc., was recommended based on their presentation and interview results.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

Consultant services for park master plan development and environmental review occur in conjunction with each other in order to prepare a viable master plan for City Council approval.

A 30% design will be completed based on the draft concept plan and the results and constraints from an environmental analysis being performed under a separate contract. The 30% design assists the separate environmental analysis consultant with specific technical information required to complete the environmental determination. The completed environmental analysis, in-turn, helps the design consultant prepare the draft master plan.

Once the design consultant has a preliminary 30% plan based on the environmental analysis, the plan will receive additional community input through public workshops. Upon completion of the community workshops, the design consultant will prepare a final draft Master Plan for review and recommendation by the BOCS, with final review and adoption by the City Council.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. Funds for this project have been appropriated from park development fees derived in the southeast zone. Compensation to the consultant is not to exceed \$134,882.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project at this time. An environmental analysis and determination in compliance with CEQA will be prepared as part of the master planning process.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Kawana Springs Location Map
- Resolution/Exhibit A (Agreement)

CONTACT

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