

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 DESIGN
WORKSHOP, INC., FOR ROSELAND CREEK COMMUNITY
PARK MASTER PLAN, 30% AND 100% DESIGN AND
ENGINEERING

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Recreation and Parks Department that Council, by resolution, approve the Professional Services Agreement with Design Workshop, Inc., of Stateline, Nevada to provide a master plan, 30% and 100% design and engineering plans for Roseland Creek Community Park in an amount not to exceed \$187,794.

EXECUTIVE SUMMARY

The purpose of this contract is to provide a master plan and 30% design and engineering (D & E) for the four parcels that encompass the land for the Roseland Creek Community Park. The contract also includes 100% design and engineering for the northern section to provide bid-ready construction plans.

BACKGROUND

The entire planned park site includes four parcels totaling 19.54 acres and is located in the unincorporated southwest quadrant of Santa Rosa known as Roseland. The entire park is undeveloped and without a master plan and corresponding environmental declaration. A Master Plan and Environmental Declaration 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.

Three of the four park parcels are currently owned by the City and were acquired in 2010 and 2011 via the Sonoma County Agricultural Preservation and Open Space (SCAPOS) Matching Grant Program. The Matching Grant Program requires a grant agreement and a conservation easement for projects funded through the program. The

PROFESSIONAL SERVICES AGREEMENT – ROSELAND CREEK COMMUNITY
PARK MASTER PLAN AND DESIGN AND ENGINEERING
PAGE 2 OF 3

grant agreement for the northern section requires the City to construct park improvements no later than February 2018. In October 2016, a project to acquire the remaining privately owned parcel was accepted into the SCAPOSD 2016 Matching Grant Program.

The City was awarded a State Parks and Recreation Department's Housing Related Parks Program (HRPP) grant for the north section in 2015. The grant will fund construction of improvements for the north section. The 100% design and engineering plans are needed to bid and construct improvements in the northern section and will occur after the 30% design and engineering and Master Plan is adoption by Council.

In December 2009 through June 2010 a series of five community workshops and two Board of Community Services (BOCS) meetings were held regarding developing a draft concept plan for Roseland Creek Community Park. In summer 2015, three community workshops and two BOCS meetings were held to reintroduce and revisit the site and concept plan developed from the 2009/10 workshops. Staff also received input via written comments, Nextdoor.com, Facebook and the Recreation and Parks website. The input received at all the meetings and electronically lead to an updated draft concept plan.

A Request for Proposals (RFP) for a master plan, 30% and 100% design and engineering services was issued in February 2016. Five 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 ranked firm, Design Workshop Inc., was recommended based on review from the scoring panel.

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

PROFESSIONAL SERVICES AGREEMENT – ROSELAND CREEK COMMUNITY
PARK MASTER PLAN AND DESIGN AND ENGINEERING
PAGE 3 OF 3

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.

After Council approval of the Master Plan, 100% design and engineering plans will be developed for the northern section only. The plan will indicate improvements to be implemented in Phase I construction to comply with the requirements of the Sonoma County Agricultural Preservation and Open Space District grant agreement and the State Parks and Recreation Department Housing Related Parks Program grant.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. Funds are budgeted in project #09701 and are derived from park development fees from the southwest zone. Compensation to the consultant is not to exceed \$187,794.

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 – Roseland Creek Community Park Location Map
- Attachment 2 – Roseland Creek Community Park Parcel Map
- Resolution/Exhibit A (Agreement)

CONTACT

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