the city of Doraville

DIVERSITY | VITALITY | COMMUNITY

AGENDA ITEM REQUEST SHEET
May 23, 2012

Subject: **Halpern Park Renovation Project Phase 1 Bids**

Date of Meeting: **June 4, 2012**

Budget Impact: □Yes ■ N/A

Budget Impact Amount: $ 25,000.00 (matching grant)

Regular	■
Work Session	□
Recommendation	□
Policy/Discussion	□
Report	■
Ceremonial	□
Other	□

Funding Source:

□ Annual
■ Capital
□ Grant(s)/ Technical Assistance
□ N/A

Department: Administrative **Department Head:** Mayor

Action Requested: Approve staff recommendation for the Halpern Park Renovation Project Phase 1 contractor.

Background: The budget for Phase 1 is being partially funded by the Land and Water Conservation Fund (LWCF) grant program, which is administered by the Georgia State Parks Division of the Department of Natural Resources. It is a $50,000.00 that requires a 50 percent local match. The grant will fund $25,000.00 of the total $50,000.00 project budget. The grant application was initially approved in 2010 by DNR. Because of budget constraints, the project was delayed.

In late February 2012, Council approved the use of HOST funds for the matching 50 percent or $25,000.00. Until late March 2012, the project had been managed by the Parks and Recreation Department. The managing duties then shifted to the Mayor's Office because of changes in the Parks and Recreation leadership. The RFP was issued in early April. Proposals were due May 9, 2012.

The project file provided by the former Parks and Recreation Department Director included many proposed changes in the design's original layout and trail surface. The former director advised that the changes were indicated on the leadership level; therefore, the RFP requested base bids for the original scope in addition to various alternates, which reflected those proposed changes. Staff has been in contact with the State Parks Division. They are open to amending the original plan and budget; however, the decision to change course and elect to implement alternative design elements will need to originate on the Mayor/ Council level.

Recommendation: Proposal submitters included Ed Castro Landscape, Todd Smith Grading and Willow Construction. Although Todd Smith Grading submitted the lowest bids, staff recommends Ed Castro Landscape. In making this decision, staff consulted with the project's designer as well as the firm's references and independent