

## City Council – Action Request Form

**Date:** May 20, 2019

**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

**From:** Damon Dequenne, Assistant City Manager  
Robert Prestwood, City Engineer

**Council Action Requested:**

Consideration of a Resolution to Enter an Agreement with Stimmel Associates, P.A. for Professional Architectural and Engineering Services for the Design for the Washington Park Renovations. (South Ward)

**Strategic Focus Area:** Livable Neighborhoods

**Strategic Objective:** Expand Open Space and Recreational Facilities

**Strategic Plan Action Item:** No

**Key Work Item:** No



**Summary of Information:**

In November 2018, the citizens of Winston-Salem voted to approve the issuance of bonds for Washington Park Renovations. The proposed funding of \$2,500,000 would address the highest need amenities and deferred maintenance issues, which could include improving the pedestrian paths, renovated picnic shelters, new restroom with heated pipe chase for year round use, new pedestrian entry locations on the southern end of the park, and improved lighting and other infrastructure improvements.

The City selects firms to provide architectural, engineering, and surveying services in accordance with public policy established in N.C.G.S. §143-64.31, which provides for a qualifications-based selection process. In February 2019, the City posted Requests for Letters of Interest/Statement of Qualifications (LOI/SOQ) to perform architectural or engineering design services on the City's website. Two architectural/engineering firms submitted LOI/SOQ's. A panel consisting of an Assistant City Manager, Recreation and Parks Director, City Engineer, Assistant Director of BIA and an Engineering Project Planner evaluated the proposals based on the following criteria:

**Committee Action:**

<b>Committee</b>	<u>Finance 5/20/19</u>	<b>Action</b>	<u>Approval</u>
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<b>For</b>	<u>Unanimous</u>	<b>Against</b>	<u></u>
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**Remarks:**

- M/WBE Commitment
- Distance from Winston-Salem
- Innovative approach
- Work Experience
- Understanding of Project
- Past Performance.

Stimmel Associates, P.A. was rated as the most qualified firm to provide architectural and engineering design services for park project. In accordance with N.C.G.S. §143-64.31, the City entered into contract negotiations with Stimmel Associates, P.A., which included identifying the full scope of services to be provided and a proposed fee for this work. Staff is finalizing the scope and schedule for fees not to exceed \$234,600. Based on the total scope of work, staff believes that this is a fair and reasonable fee. Funds for this project were approved in the 2018 Bonds. The expected design completion date is February 2020. The proposal opportunity was advertised on the City website and sent to architectural and engineering firms. See Exhibit A and Exhibit B for a complete list of businesses notified of this solicitation and the scoring matrix for the firms that were evaluated.

