

## City Council – Action Request Form

**Date:** September 9, 2019

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

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

**Council Action Requested:**

Resolution to Enter into an Agreement with Stimmel Associates, P.A. for Professional Architectural and Engineering Services for the Design and Construction Oversight for Long Creek Park Development (Northeast Ward)

**Strategic Focus Area:** Livable Neighborhoods

**Strategic Objective:** Expand Open Spaces 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 the development of Long Creek Park. The proposed funding of \$2,000,000 will be used to renovate the swimming pool bath house, rebuild the parking lot, and demolish the clubhouse. After these improvements, the City may construct other elements of the master plan if funds remain.

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 a Request for Letters of Interest/Statement of Qualifications (LOI/SOQ) to perform architectural design services on the City website. Four firms submitted LOI/SOQ's. A panel consisting of an Assistant City Manager, Recreation and Parks Director, City Engineer, and Project Planner evaluated the proposals based on the following criteria:

**Committee Action:**

<b>Committee</b>	Finance 9/9/2019	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	

**Remarks:**

- M/WBE Commitment
- Location of Business
- Innovative approach
- Work Experience
- Understanding of Project
- Past Performance

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 \$200,000. 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 proposal opportunity was advertised on the City website and sent to architectural/engineering firms. See Exhibit A and Exhibit B for a complete list of businesses notified of this solicitation, the workforce demographics of Stimmel Associates, P.A., and the scoring matrix for the firms that were evaluated.