

City Council – Action Request Form

Date: November 7, 2022

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

From: Johnnie Taylor, Assistant City Manager
William L. Royston, Recreation and Parks Director
Shantell McClam, Purchasing Director

Council Action Requested:

Resolution Awarding Contract for Crosland Park Master Plan (North Ward)

Strategic Focus Area: Livable Neighborhoods

Strategic Objective: Expand Open Space and Recreational Facilities

Strategic Plan Action Item: No

Key Work Item: Yes



Summary of Information:

In November 2018, the citizens of Winston-Salem voted to approve the issuance of general obligation bonds. On November 26, 2018, City Council approved the award for \$800,000 for Georgetown Neighborhood Pocket Park. The scope of work included a master plan for a park development.

On January 6, 2022, City Council approved a tax foreclosure purchase of \$55,000 on a 2.41-acre property with PIN number 6807-98-7643. Currently, the property is located in the Northwest Ward; as of July 1, 2023, this property will be located in the North Ward as defined by the City’s ward boundary revisions adopted by City Council on September 19, 2022.

The possible amenities of this park could include but are not limited to a playground, walking paths, splash pad, restroom with pump room, parking lot, soccer fields, tennis, pickleball, and basketball courts, picnic tables, landscaping, and park amenities.

The City selects firms to provide architectural, engineering, surveying services, and Construction Manager-at-Risk in accordance with public policy established in N.C.G.S. §143-64.31, which provides for a qualifications-based selection process.

Committee Action:

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| Committee | <u>Finance 11/7/2022</u> | Action | <u>Approval</u> |
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| For | <u>Unanimous</u> | Against | <u></u> |
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Remarks:

On May 1, 2022, the City posted Requests for Qualifications (RFQ's) to perform architectural or engineering design services. Three architectural/engineering firms submitted RFQ's.

Proposals were received June 8, 2022, with summary of applicants as follows:

| <u>Company</u> | <u>City/State</u> |
|---------------------------------------|-------------------|
| Jordan Consultants ASLA, P.A. | Winston-Salem, NC |
| Norwood Architecture and Design, Inc. | Winston-Salem, NC |
| Stimmel Associates, P.A. | Winston-Salem, NC |

The terms of the bid document specified detailed evaluation, criteria of M/WBE commitment, business location, proposed plan of action, work experience, understanding of project, and staff availability. An evaluation panel of staff members from Engineering, Planning and Development, Property and Facilities Management, and Recreation and Parks reviewed the proposals received. See Exhibit A for the detailed scores.

Based on the evaluation panel's assessment, it is recommended that a contract for Crosland Park Master Plan be awarded to Norwood Architecture and Design, Inc. in the amount of \$90,000.

M/WBE comment: See Exhibit B for a complete list of businesses notified for this bid.

Workforce Demographics: See Exhibit C for the workforce demographics of the recommended vendor.