

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Eric Strong, Assistant City Manager
Date: January 21, 2014
Subject: Request for Qualifications Submittals

Council Action Requested:

Consider selection of consultants for Park Planning and Multi Purpose Feasibility Studies

Background Information:

We have recently published Requests for Qualifications for two projects. The projects are: (1) Park Planning Services and (2) A Community Multi-Purpose Facility Feasibility Study. Following the receipt of responses to these RFQ's, several firms were selected to move forward into the interview/presentation phase. Interviews were conducted on Thursday, January 16th and Friday, January 17th.

Staff will discuss the results of the interviews and presentations with Council and have recommendations prepared for which consultants are the best fit for each project.

A summary of each project, the consultants that submitted responses, and the consultants that were selected for interviews is outlined below.

PARK PLANNING

On November 15, 2013, we accepted Requests for Qualifications for Park Planning services. The scope of work included in the RFQ included master planning the entire parks system. Part of the necessary process will also include public outreach and participation and an evaluation of the condition and amenities of the existing Parks.

The end result of this process will provide us with a series of options for improvements in each of the various parks, with included cost estimates for the various alternatives. Once we have identified the specific amenities and improvements, we will be able to move forward with the preparation of construction plans and specifications for projects.

We received three proposals for the Parks Planning. They were from: (1) Schrickel, Rollins and Associates, (2) Halff, and (3) Baker-Aicklen. Interviews were conducted with Schrickel, Rollins and Associates and Halff.

COMMUNITY CENTER

We also recently accepted Qualifications to conduct a site and needs assessment for a future Community Center, which would likely be located south of Baker Blvd. between Matthews Dr. and Diana Dr. The RFQ's were due to the City by December 20th, 2013.

The purpose of the RFQ is to select a firm to conduct a study on exactly what type of facility would be appropriate for our community. This would include evaluating the possibilities based on any site specific constraints/opportunities, working with the public to gauge interest in various amenities, preparing generalized plans, and developing cost estimates and timelines.

This process will put us in a position to better understand what types of amenities the identified site can appropriately accommodate, as well as what various options will cost. Following this process, we can begin to look more concretely at funding options, timelines and moving forward with construction plans at some point.

We received six responses for this request. They were from: (1) Barker Rinker Seacat, (2) GSBS, (3) Brinkley Sargent, (4) The Wallace Group, (5) Freese and Nichols, and (6) Wiginton, Hooker, Jeffry. Interviews were conducted with Barker Rinker Seacat, GSBS and Brinkley Sargent.

Board/Citizen Input: N/A

Financial Impact: N/A

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Attachments: N/A