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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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TO: Parks & Recreation Committee

FROM: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

DATE: 2/20/2017

RE: Action Item: Award contract to Zimmerman Architectural Studios for design and engineering services for Jones Park design for a contract of \$219,936 and a contingency of 15% for a contract not-to-exceed \$252,926.

The 2017 Capital Improvement budget allocated \$1.55 million to perform design, engineering and construction services for the renovation of Jones Park. Four firms responded to Request for Proposals and were evaluated for relevant experience, prior project success, project team, project understanding/study methodology, project schedule and cost. It was important that the firms clearly demonstrated experience in park design, landscape architecture and building architecture. For this project the Deputy Director, Grounds Manager, Facilities Project Manager and I scored the proposals. Below are the pricing and scores received from the RFP evaluation.

Ayres	- \$188,311 (points 72.00)
Lunde-Williams	- \$192,629 (points 75.50)
R.A. Smith	- \$239,045 (points 78.50)
Zimmerman/MSA	- \$219,936 (points 83.75)

After careful review our team recommends awarding a contract to Zimmerman/MSA for \$219,936. Zimmerman/MSA effectively demonstrated the necessary vision for all areas of this project to ensure the investment is fully maximized. Note both Zimmerman and MSA have teamed up to leverage both of their firm's strengths in both architecture and park design. Zimmerman is currently also working on the Exhibition Center which also allows for a seamless design as the two properties are closely connected. Please note lower cost proposals were received, but upon evaluation the proposals did not fully meet the requirements of the request for proposal such as survey, geo-technical, design development of the performance stage, etc. and/or did not demonstrate a project understanding or provide as strong a team as others did in their proposals.

Please feel free to contact me at 832-5572 with any questions, or by email at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org).