



TO: LINDA GORTON, MAYOR
URBAN COUNTY COUNCIL

FROM: THERESA REYNOLDS, DIRECTOR
DIVISION OF GRANTS AND SPECIAL PROGRAMS

DATE: MAY 16, 2022

SUBJECT: Authorization to Execute Professional Services Agreement with Palmer Engineering Company RFP #18-2022 Design Services for Pedestrian Walkway and Shared use Trails

Request: Council authorization to execute a Professional Services Agreement with Palmer Engineering Company in the amount for \$350,760 for design services for Masterson Station Park Improvements and new trails in Jacobson and Whitney Young Park for Division of Parks and Recreation.

Purpose of Request: The RFP selection committee, based on standard scoring methods, has found Palmer Engineering received the highest score among the submitted bids. The approved funds will be used to design the expansion of trail in Masterson Station Park, Improvements to existing trails Gainesway and Wildwood Parks, and new trails in Jacobson and Whitney Young parks.

What is the cost in this budget year and future budget years? Cost in FY22 is \$350,760. Future budget years will not be required for design.

Are the funds budgeted? Yes, funds for this project are budgeted as follows:

| Fund | Dept ID | Section | Account | Site | Bud Ref | Project | Activity | Amount |
|-------|---------|---------|---------|------|---------|-----------------|----------|--------------|
| 3230 | 707602 | 7221 | 91015 | | 2022 | AR_NQCT_2022 | Various | \$283,593.20 |
| 32030 | 707602 | 7221 | 91015 | | 2022 | AR_PARKQCT_2022 | Various | \$67,166.80 |

File Number: 0508-22

Director/Commissioner: Conrad/Ford

