



MEMORANDUM

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**DATE:** October 24, 2022

**TO:** Honorable Mayor and City Councilmembers  
Dave Perrault, City Administrator

**FROM:** David Swearingen, P.E. Public Works Director / City Engineer

**SUBJECT:** Floral Park Improvements – PSA Amendment with HR Green

Budgeted Amount:	Actual Amount:	Funding Source:
\$142,600	\$123,230	CDBG Funds, PIR – Parks

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**Council Should Consider**

Motions to approve, table, or deny the following:

- Professional Services Agreement Amendment with HR Green in the amount of \$42,069.

*All items need a simple majority for action unless otherwise noted.*

**Background/Discussion**

On April 12, 2021, City Council approved Resolution 2021-017 supporting the City’s application for a CDBG funding opportunity for Arden Manor Park. At a Work Session on November 15, 2021, Council discussed the proposed improvements at Arden Manor Park and Floral Park Hardcourt. At that Works Session Council also directed Staff to bring forward the Professional Services Agreement from HR Green. At the November 22, 2021 Council meeting the PSA with HR Green was approved to design and construct Arden Manor Park and Floral Park Hardcourt.

At the October 17, 2022 Work Session, Council discussed proposed improvements for the rest of Floral Park which included the play structure, shelter, trail and other ideas that may come up through public engagement events. After discussion, Council directed staff to bring forward the PSA amendment with HR Green to complete the Floral Park Improvements.

Staff has negotiated and reviewed the PSA amendment and recommends that the Council approve of the agreement with HR Green and proceed with the work in the additional amount of \$42,069. The HR Green proposal provided a clear and organized approach and efficiencies were found to lower the initial proposal amount as presented at the last Work Session.

**Budget Impact**

The original PSA with HR Green was for an amount not to exceed \$81,161 which included Arden Manor Park and only the hardcourt at Floral Park. The proposed PSA amendment is to include the rest of the Floral Park improvements for an amount not to exceed \$42,069.

The 2023-2027 Capital Improvement Plan has a total of \$606,000 programmed for the improvements at Floral Park and \$249,700 for the improvements at Arden Manor, \$189,700 of which is from the CDBG program. Engineering and construction admin services are typically estimated at 20% of the estimated construction costs which equates to the budgeted amount of about \$142,600. HR Green’s amended PSA proposal is for a total amount not to exceed \$42,069 for a total contract amount not to exceed \$123,230 which includes design, Public Engagement, Council meetings, Open-House, CDBG administration items, RCWD grant application and administration, design for both parks, bidding assistance, and construction observation.

Funding

CDBG Program (Arden Manor Park)	\$ 189,700
City PIR - Parks (Arden Manor Park)	\$ 60,000
City PIR - Parks (Floral Park)	\$ 606,000
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	\$ 855,700

Estimated Construction Costs	\$ 713,084
Design and construction admin estimate	
20% of construction costs	\$ 142,616
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	\$ 855,700

Actual Design and Construction admin cost \$ 123,230

**Attachments**

Attachment A: PSA Amendment – HR Green