



UNIVERSITY PARK CITY COUNCIL AGENDA MEMO

Meeting Date:
9/19/2023

Item Type:
Action Item

Subject: Consider Award for Consulting Services to Dunaway Associates for Goar Park Master Plan and Gazebo Concept development

Prepared By: Sean Johnson, Parks and Recreation Director

Background:

On April 12, 2024 the City of University Park will celebrate its 100th anniversary. City Council has appointed two committees to assist in the planning and execution of Centennial Celebration activities in March of 2023. The appointed committees are the Legacy Advisory Group and the Centennial Planning/ Action Group.

Both committees have been meeting monthly since May of 2023. The committees decided collectively that a legacy project should be created to commemorate the Centennial. They proposed that improvements and enhancements to Goar park Gazebo and other areas within Goar park that would provide philanthropic opportunities for residents and donors.

The Parks Department is currently developing a comprehensive Parks Master Plan utilizing Dunaway & Associates, for these consulting services. For continuity purposes and based on their qualifications, staff requested a proposal for a Goar Park master plan and pavilion concept study. Their fee for the Goar Park Master Plan is \$58, 500.00

The Goar Park master plan process scope of services will include:

- Data Gathering & Program Confirmation
- Site Review
- Conceptual Development
- Final Master Plan, Cost Estimate and digital 3D model

Staff has been pleased with how Dunaway demonstrates strong project understanding and experience during work on the existing comprehensive park master plan development. If Council approves this contract tonight, work will begin immediately and take about 12 – 16 months to complete.

The Goar Park Master Plan proposal and Dunaway Standard Terms and Conditions are included with this staff report.

Fiscal Impact:

- ☐ Not Applicable
- ☐ Budget Amendment Required
- ☐ Proposed Revenue
- ☒ Proposed Expenditure

Funding Source: FY 2023 Parks CIP Budget

Master Plan Goal:

Please check the associated Theme and provide the corresponding action item number.



	Theme	Action Item(s)
<input checked="" type="checkbox"/>	Affirming Sense of Place	2.1, 2.5, 4.1
<input checked="" type="checkbox"/>	Assuring Connectivity	2.1
<input type="checkbox"/>	Innovative Governance	
<input type="checkbox"/>	Technological Integration	
<input type="checkbox"/>	Preparing for the Future	
<input type="checkbox"/>	Not Applicable	

Recommendation:

Staff recommends City Council vote to award this contract to Dunaway Associates, L.P. in the amount of \$58, 500.

Committee Review (optional):**Attachments:**

Dunaway Goar Park Master Plan Proposal
Dunaway Standard Terms and Conditions