

---

**MEMORANDUM**

**To:** Mayor and City Council

**From:** Brent Walker, Parks Manager

**Date:** 5/14/2012

**Subject:** **Discussion of Brook Run Park Trail Design-Build Contract**

---

**ITEM DESCRIPTION**

The RFP Review Team recommends awarding Contract 12-04 Brook Run Multi-Use Trail Design and Construction to Lewallen Construction Company/Lose Associates Incorporated.

**BACKGROUND**

Brook Run Park is traversed by a trail system that was originally created in the 1970s when the site was used by the State of Georgia. On November 22, 2010, the Mayor and City Council, through Resolution 2010-10-47, supported staff's application for \$100,000 in grant funds through the Department of Natural Resources Recreational Trails Grant Program to create a multi-use trail at Brook Run Park.

The grant funds are intended to be used to conduct an assessment of the existing trails system and transform this underutilized amenity into a new recreational opportunity that will be designed to meet the needs of users with a variety of different abilities. A multi-use recreational trail through Brook Run Park will allow the community to traverse the expanses of the park and provide linkages between recreational resources and community activities.

In 2011, the City's grant application was approved for funding and City Council allocated \$40,000 in the Parks Capital Budget to meet the matching requirement.. Council also allocated \$200,200 in the 2012 Capital Budget for Brook Run Trail Construction.

A request for proposal was solicited for the design and construction for Phase I of the Brook Run trail. Three companies submitted proposals. These companies are listed below in alphabetical order with their proposed cost:

Georgia Development Partners/Wolverton and Associates	\$415,395.17
Lewallen Construction Company/Lose and Associates Incorporated	\$420,000
Pinnacle International Incorporated/AEC	\$347,213

**EVALUATION**

The RFP Review Team, composed of the Parks and Recreation Manager, Public Works Deputy Director, and Finance Revenue Specialist reviewed proposals and interviewed all three proposers. Following this memo, you will find the proposal and interview scoring.

Based on insights gained in the proposal and interview process, the RFP Review Team recommends Lewallen Construction/Lose & Associates for this contract because of significant experience in designing and building a combined total of 135 miles of multi-use trails and their approach and understanding of the desired outcome of the project.

**FUNDING**

Staff’s proposed funding for this project is as follows:

2011 Parks Capital Budget Grant Match	\$40,000
2011 DNR Trail Grant Award	\$100,000
2012 Parks Capital Budget Brook Run Trail	\$200,200
2011 Capital Sidewalk Fund Balance	\$80,000
<b>Total Funding</b>	<b>\$420,200</b>

Additionally, staff recommends budgeting for a 10% contingency (\$42,000) for unforeseen conditions that may arise during design and construction. Should the contingency be needed it could likely be absorbed by the Park’s 2012 operations budget.

**RECOMMENDED ACTION**

Staff respectfully requests that Council: (1) award Purchasing Contract 12-04 (Brook Run Multi –Use Trail) to Lewallen Construction/Lose & Associates; (2) authorize staff to provide funding for the contracts; and (3) authorize the City Manager to execute the necessary documents following satisfactory review by legal counsel.

Brook Run Park Multi-Use Trail  
RFP 12-04

Firm	Individual Ratings 300 points possible				Group		60 points possible		Rank
	BW	JH	CC		Interview	TOTAL	Avg		
Georgia Development Partners/Wolverton and Associates	85	88	94		51	318	88%	<b>2</b>	
Lewallen Construction Company/Lose and Associates Incorporated	90	93	98		60	341	95%	<b>1</b>	
Pinnacle International Incorporated/AEC	60	55	55		28	198	55%	<b>3</b>	

