



41 Perimeter Center East, Suite 250
Dunwoody, Georgia 30346
P (678) 382-6700 F (678) 382-6701
dunwoodyga.gov

MEMORANDUM

To: Mayor and City Council

From: Brent Walker, Parks and Recreation Manager

Date: December 9, 2013

Subject: **Approval of Contract for Dunwoody Nature Center Renovation**

ITEM DESCRIPTION

Staff released an Invitation to Bid (ITB) for the renovation of the Dunwoody Nature Center. Bids are due December 9th at 10 am. Staff will provide the apparent low bid to Council at the meeting that evening.

BACKGROUND

In 2012, the City adopted Facility Usage Agreements with our Park and Recreation Partners who operate facilities within our parks system. As part of the budgeting process for 2013, the Mayor and City Council sought to tap into our existing relationships with our Parks and Recreation Partners as we plan for further enhancements and improvements to existing park buildings, facilities, and grounds.

As part of the 2013 Budget, the Mayor and City Council set aside \$250,000 for a Facilities Improvement Partnership Program. The Facilities Improvement Partnership Program recognizes that our Parks and Recreation Partners, as direct users of our existing park buildings, facilities, and grounds, are aware of ways in which the City may best be able to invest and/or improve our buildings, facilities, and grounds.

Interested Parks and Recreation Partners with current Facility Usage Agreements submitted applications to the City in April 2013. In May 2013, the City Council approved five improvement projects including three from the Dunwoody Nature Center: (1) expanding the existing classroom and lecture space, making the entranceway ADA accessible, and adding a public restroom which would be available when the Nature Center building is closed.

To flesh out the concepts and design information provided in the Dunwoody Nature Center's application, the City worked with Kacena Design, LLC to develop the construction documents. Preliminary renderings for the work are attached to this memorandum.

After several meetings between the Dunwoody Nature Center Board of Directors, City staff and the designer, based on the budget and construction timeline, consensus was reached to solicit bids for the construction of the Expanded Classroom Space and the Public Restroom Facility. The Dunwoody Nature Center has decided to request funds for the ADA Accessible Entranceway as part of the 2014 Facility Improvement Partnership Program, which the City Council included in the adopted FY 2014 Budget.

An Invitation to Bid for the Dunwoody Nature Center Renovation has been solicited. Bids are due December 9th at 10 am and staff will bring the apparent low bidder to the Council Meeting that evening. As a construction contract, state law dictates the award be made to the lowest qualified bidder.



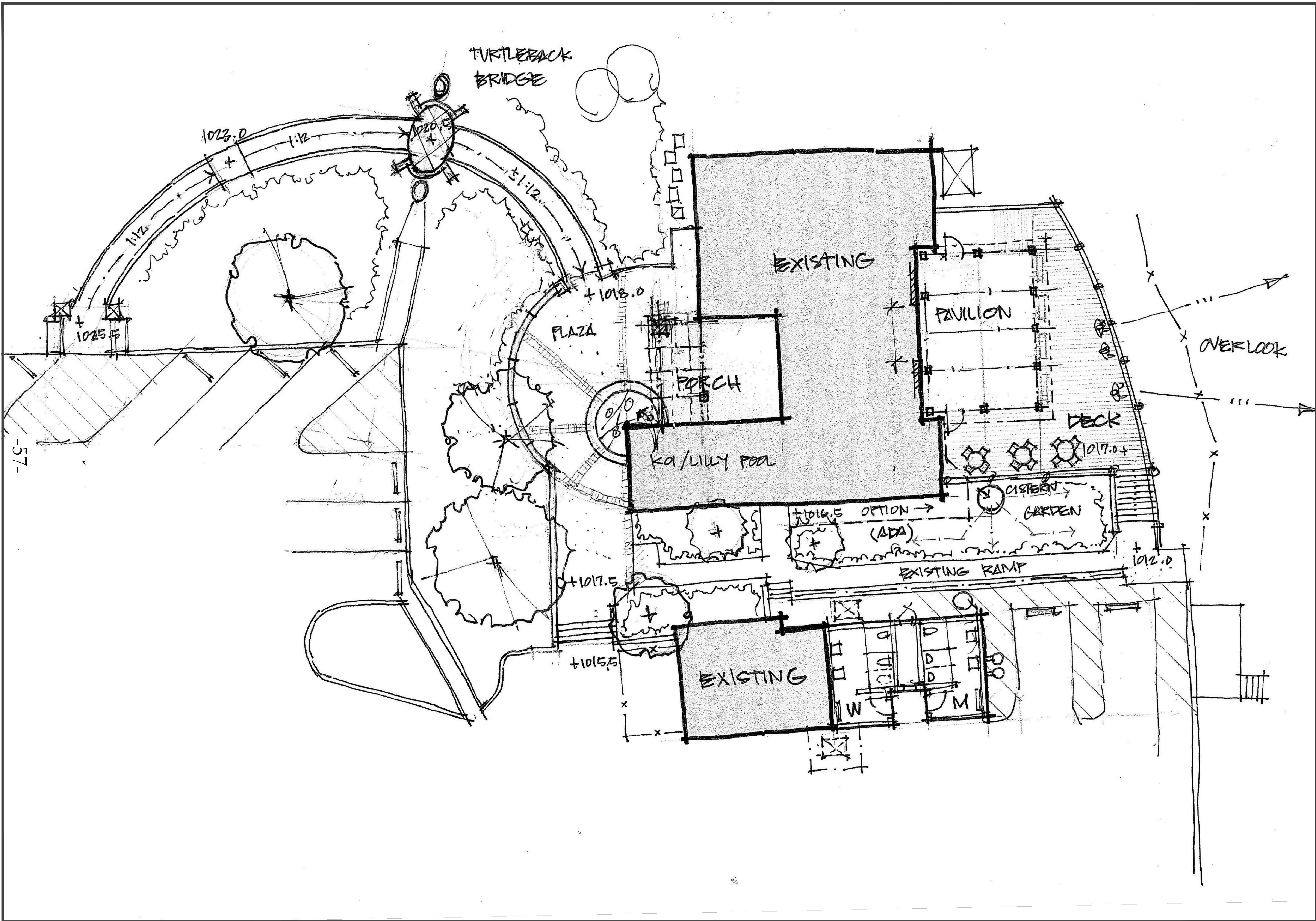
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FUNDING

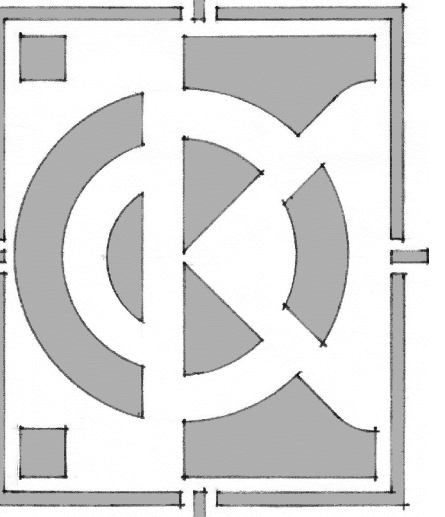
As part of the adopted FY 2013 Budget, the City Council allocated a total of \$250,000 for the Facilities Improvement Partnership Program. \$109,300 is available from that allocation for this project. There is also an additional \$75,000 in contingency available if needed.

RECOMMENDATION

Staff recommends approving Contract 13-11 with the apparent low bidder plus a 10% contingency and authorizing the Mayor and City Manager to execute all documents following review and approval by the City Attorney.



KACENA



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SEAL

LOCATION

DUNWOODY NATURE CENTER
RENOVATIONS & ADDITIONS
5343 ROBERTS DRIVE
DUNWOODY, GA 30338

SHEET TITLE

MASTER
PLAN

DRAWN:
CHECKED:
SCALE:

DATE PRINTED

OCT 2, 2013

REV. DATE REMARKS

SHEET NUMBER

S1.0

OF

#M.2.