



Date: November 1, 2021

To: Wanda S. Page, City Manager
Through: Bertha T. Johnson, Interim Deputy City Manager
From: Jina B. Propst, Director, General Services Department
Subject: Durham Parks and Recreation Outdoor Aquatics Projects Contract with Ratio States–NC, PLLC

Executive Summary

The scope of services for this contract is to engage a professional design team for planning and conceptual phase services to expand the recreation and outdoor aquatic facilities identified in the 2013 Parks and Recreation Master Plan and the 2017 Durham Aquatics Facilities Master Plan. The facility locations include Long Meadow Park, East End Park, and the former Wheels Fun Park that was recently acquired by the City. The Durham Equitable Community Engagement Blueprint will be utilized throughout the project to initiate, steer and formalize recommendations based on the inclusive participation of our citizens.

Motion

To authorize the City Manager to execute an Owner-Architect agreement with Ratio States–NC, PLLC for public engagement and conceptual planning services for Outdoor Aquatics Projects for an amount not to exceed \$306,300;

To establish a contingency fund for the contract in the amount of \$30,630; and

To authorize the City Manager to execute amendments to the Owner-Architect agreement so long as the total cost of the contract does not exceed \$336,930.

Background

The City is hiring Ratio to assist with public engagement and conceptual planning services for three park aquatic locations; Long Meadow Park, East End Park, and the former Wheels Fun Park (715 N Hoover Road, Durham, NC). The primary intent of the Project is to evaluate and assess these fixed park sites with the focus of identifying opportunities to implement the recommended amenities included in the City's 2013 Parks and Recreation Master Plan and 2017 Aquatics Facilities Master Plan. The Project will prioritize consideration of the former Wheels Fun Park for the development of a large outdoor aquatics facility and other programming possibilities, as well as supplement and compliment the new recreation facility nearing construction at the Hoover Road Athletic Park, located directly across the street. All of the amenities being evaluated remain fluid, will reflect opportunities from the adopted Master Plans and will be developed during the public engagement.

The engagement will also evaluate current recreation activities available at Long Meadow and East End Parks, as well as consider new recreation programming and amenities in both parks that may include aquatics facilities. The existing pool at Long Meadow is at end of existing /useful life, is in a flood plain, and recommended for decommissioning. It could permanently fail before a new aquatic facility is online and has been part of prior updates and presentations to Council in

the past. The new pool facility is being planned in the recommended geographic radius area determined by the aquatic facilities master plan. The team will be looking at appropriate aquatic amenities in the Long Meadow and East End Park area, such as spray-grounds or other water features as part of planning and engagement. Recommendations will be based on input that will be received through an extensive and equitable engagement process led by Ratio in collaboration with City Staff. The Project will take into consideration the future installation of the R. Kelly Bryant Bridge Trail that will run north-south through East End and Long Meadow Parks and new recreational opportunities that will support and complement the new trail.

Durham Parks and Recreation (DPR) completed the Parks and Recreation Master Plan in 2013 to direct the operations of the DPR in facility development for the next ten years. The DPR also completed an Aquatics Facilities Master Plan in September 2017 to guide future aquatics facilities growth and for implementation under future Capital Improvement Plans.

In 2020, the City purchased the approximately eight acre Wheels Fun Park located at 715 N. Hoover Road and the City is currently developing the approximately 50-acre Hoover Road Athletic Park located directly across the street at 632 N. Hoover Rd to serve as a regional soccer complex. The adjacencies of these two park amenities offers opportunities for shared park use and connectivity of multiple programming options.

The Request for Qualifications for Professional Services was advertised on May 25, 2021. A pre-submittal conference was held on June 2, 2021, and seven written submittals were received by June 25, 2021, reviewed, scored and shortlisted for interviews by City staff in July 2021.

The interview team, consisting of staff from the General Services Department (GSD), Equity & Inclusion Department, Neighborhood Improvement Services, and DPR, scored each proposal and shortlisted the top five qualified teams for interviews. Following interviews held on July 27, 2021, the interview team determined Ratio as the top ranked team for the Project. In addition to their experience in park and aquatics planning, the team led the successful process of developing the Durham Aquatics Facilities Master Plan in 2017 and has committed the same comprehensive team for this projects effort. This institutional knowledge, along with a sense of ownership of the master plan, and previously establishing a pulse on the City's equitable engagement blueprint strategies during the development of that same Aquatics Facilities Master Plan, will provide an extensive amount of value to the process.

Issues and Analysis

The culmination of this Project will result in a final implementation report including the preferred design concepts for each of the three Parks, associated costs, schedule and documentation of the engagement process that was conducted. The scope will be organized into tasks, some of which may run concurrently with others.

Task 1: Planning and Date Collection– Assist the City in establishing a Steering Committee to serve as the governing body that will provide direction and make decisions for the project. The team will be composed of two committees, a Citizen's Steering comprised of local citizens and stakeholders, and a Technical Steering comprised of City staff. Establishment of these committees will be guided by the principles of the Durham Equitable Community Engagement Blueprint. The bodies will develop a Public Engagement Plan to guide the approach and outline opportunities to interact with residents and other stakeholders. This plan will act as the teams internal Quality Assurance and Quality Control document and point of reference on processes.

Task 2: Investigations - The team will conduct site visits in order to investigate and document an inventory of the physical features of each site and analyze their conditions as well as any additional opportunities for other shared & equitable uses for these Parks along the R. Kelly Bryant Bridge Trail Corridor.

Task 3: Engagement Phase 1 – This task will focus on the ‘ask’ of the community in gathering data related to what the issues and concerns they have about the existing sites, what aquatic or recreation opportunities they would most desire or benefit from, and other issues to be identified that would make this project a success for the community. A Spanish interpreter on Ratios staff, along with Spanish translation of distributed material, will also be in available at engagement events.

Task 4: Envision - The team will develop multiple conceptual design options which are informed by the conclusions of the investigation phase and impacted from public input. A high-level cost opinion will be developed to compare the order of magnitude for each option and allow the Steering Committee(s) to provide direction on the program approach.

Task 5: Engagement Phase 2 – The team will facilitate public meetings to update the public on the planning progress and solicit feedback on the preferred preliminary conceptual designs and associated options. To that end, the team led by Ratio with the support of City staff, will design engagement activities that highlight ongoing opportunities for input in objective ways.

Task 6: Implementation Master Plan - The last task of the Project will include developing a final formal report. The team will meet with the Steering Committee(s) to review a draft of the master plan document and provide final feedback. The team will conduct a formal presentation to City Council and other stakeholder groups or governing bodies, such as the Recreation Advisory Commission.

Alternatives

The alternatives for this effort would be to not engage in professional services and direct staff to perform this work, or not proceed under the recommendations of the Master Plan(s) and leave the Park(s) as is.

Financial Impact

Initial funds for this project are currently available and future funds have been budgeted for in the City’s long-term CIP. The breakdown summary is as follows:

FUNDING SOURCES	City of Durham
CIP	\$ 483,896
Total Revenues	\$ 483,896
PROJECT COSTS	City of Durham
Outdoor Aquatics Planning and Conceptual Design	\$ 306,300
Project Contingency	\$ 30,630
Owner’s Reserve	\$ 146,966
Total Expenditures	\$ 483,896

Equal Business Opportunity Summary

The Equity & Inclusion Department reviewed the proposal submitted by Ratio and have determined that they are in compliance with the Equal Business Opportunity Program Ordinance.

The goals for this Project are 8% Minority/UBE and 6% Women/UBE.

Contractor Workforce Diversity & Hiring Practices

According to the contractor’s responses to the “Contractor Workforce Diversity Questionnaire,” the contractor is a “large employer (over 100 employees)” consisting of “mostly professional/skilled” workers. The contractor “does not believe” it has a diverse workforce because Ratio indicates the design industry still has progress to make towards representing the demographics of our communities. Ratio recognizes that diverse talent is out there and cannot passively wait for that workforce to find design firms. The contractor “did” list “many examples” of efforts they are making to have a more diverse workforce. Their Director of Talent is working on updating job descriptions with recommendations from the AIA Guide to Equitable Practice on Recruitment & Retention. Ratio is also engaging in community-based efforts and participating in the Architects in Schools program and NOMA’s (National Organization of Minority Architects) Project Pipeline.

UBE REQUIREMENTS

Ratio States – NC, PLLC will utilize the following certified firms for Public Engagement & Planning:

Firm	ID	City/State	Amount	% of Contract
J. Turner Consulting (Engagement)	MUBE	Raleigh, NC	\$ 44,247	15%
Sud Associates (MEP)	MUBE	Raleigh, NC	\$ 26,143	8%
Palacio (Cost Estimating)	MUBE	Raleigh, NC	\$ 11,044	4%
Lynch Mykins (Structural)	WUBE	Raleigh, NC	\$ 17,236	6%

WORKFORCE STATISTICS

Total Workforce:

Employment Category	Total Employees	Total Males	Total Females
Project Manager	67	52	15
Professional	93	41	52
Technical	4	3	1
Clerical	0	0	0
Labor	0	0	0
Total	164	96	68

Male:

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native
Project Manager	47	0	0	5	0
Professional	35	1	0	5	0
Technical	3	0	0	0	0
Clerical	0	0	0	0	0

Labor	0	0	0	0	0
Total	85	1	0	10	0

Female:

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native
Project Manager	13	0	1	1	0
Professional	40	2	0	10	0
Technical	1	0	0	0	0
Clerical	0	0	0	0	0
Labor	0	0	0	0	0
Total	54	2	1	11	0

Attachments

Attachment A: B101-2014 Standard Form of Agreement Between Owner and Architect, as supplemented with City terms

Attachment B: Contractor Workforce Diversity Questionnaire

Attachment C: 2013 DPR Parks and Recreation Master Plan

Attachment D: 2017 Aquatics Facilities Master Plan