



Date: March 22, 2016

To: Thomas J. Bonfield, City Manager

Through: W. Bowman Ferguson, Deputy City Manager

From: Steven Hicks, Director, General Services Department

Subject: Aquatic Facilities Master Plan Professional Services Contract with Szostak Design Inc.

Executive Summary

In May 2015, Szostak Design Inc. completed the City of Durham Swimming Pool Assessment Study (Assessment Study). The study concluded with a recommendation for a comprehensive master plan to guide future development of the City's Aquatics facilities. In FY2016, \$120,000 was allocated for professional services for an Aquatic Facilities Master Plan (Master Plan). In January 2016, General Services staff selected Szostak Design Inc. (Szostak) of Chapel Hill, NC, through a Request for Qualifications process (RFQ), as the most qualified and responsive company to perform the Master Plan, which will include an assessment of the City's aquatic needs and provide concept plans for short-term and long-term development. Szostak's key subconsultant is Councilman-Hunsaker whose specialty is aquatic facility design, assessments of existing facilities and financial analysis of expected revenues/expenses associated with planned new facilities.

This agenda item requests City Council approval for professional consulting services with Szostak to perform the Aquatic Facilities Master Plan.

Recommendation

The Department of General Services recommends that the City Council:

1. Authorize the City Manager to execute a professional services contract with Szostak Design Inc. for an amount not to exceed \$112,000.00;
2. Establish a design contingency in the amount of \$5,000.00; and
3. Authorize the City Manager to negotiate and execute amendments to the Professional Services Agreement for the Aquatic Facilities Master Plan with Szostak Design Inc. provided the total cost does not exceed \$117,000.00.

Background

The City of Durham owns and operates five pool facilities, three with associated spraygrounds, and one sprayground that is not associated with a pool facility. The 2015 Assessment Study evaluated the condition at each facility:

- 1) Forest Hills Pool (outdoor with adjacent sprayground), 1639 University Drive. Pool built in the 1920's.
- 2) Hillside Pool (outdoor, with adjacent sprayground), 1221 Sawyer Street. Pool built in 2001.
- 3) Long Meadow Pool (outdoor), 917 Liberty Street. Pool built in 1963 and rebuilt in the existing pool shell in 1980.
- 4) Campus Hills Aquatic Center (indoor), 2000 South Alston Avenue. Pool built in 1990.
- 5) Edison Johnson Recreation and Aquatic Center (indoor with adjacent sprayground outside), 500 West Murray Avenue. Pool built in 1994.
- 6) East End Park Sprayground (this site does not have a swimming pool), 1200 North Alston Avenue.

The Assessment Study documented the issues and needed repairs of each facility and concluded that the life expectancy of some of the City's existing pools may be less than seven years, given their age, functional obsolescence and relatively poor condition. The Assessment Study recommended moving forward with a comprehensive Master Plan.

A Request For Qualifications for the Master Plan was advertised in October 2015. Eight firms submitted qualifications to the evaluation team in November 2015. The following four firms were short-listed for interviews:

- MHAworks Architecture
- Ratio Design
- Szostak Design Inc.
- Kimley-Horn & Associates

Issues/Analysis

The Master Plan will be guided by the findings of a Needs Analysis early in the process. This analysis will include current and future City demographics, an assessment of area aquatic facility providers, national and regional trends, as well as stakeholder and public input. Public outreach will be a critical part of the master planning process. An allowance for two additional public meetings has been included in the contract. The Master Plan is expected to be completed in eight months.

Alternatives

The City could elect not to proceed with the Aquatic Facilities Master Plan. Staff recommends against this alternative for several reasons. Funding has been identified for this project and design fees have been fully vetted and negotiated with Szostak Design Inc. Not proceeding with this project will negatively impact future planning goals for DPR.

Financial Impacts

Project Funding CH003:

FY16 Budget Initiative	3000H002	\$120,000.00
Total appropriated funds		\$120,000.00

Funding Uses Summary:

Design Services	3000H002-731004	\$112,000.00
Design Contingency	3000H002-731900	\$5,000.00
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SubTotal Design Services		\$117,000.00
Other Owner's Expenses	3000H00-720110	\$1,000.00
	3000H00-731000	\$2,000.00
Construction Budget		\$0
Construction Contingency		\$0
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Total Project Budget		\$120,000.00

SDBE Summary

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by Szostak Design, Inc. of Chapel Hill, North Carolina to determine compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. The goals for this project are MSDBE 1% and WSDBE 1%. It was determined that Szostak Design, Inc. was in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

SDBE REQUIREMENTS

Szostak Design, Inc. will subcontract to the following certified firms:

Firm	ID	City/State	Amount	% of Contract
BREE & Associates, Inc.	MSDBE	Durham, NC	\$2,200.00	2%
Susan Hatchell Landscape Architecture, PLLC	WSDBE	Raleigh, NC	\$8,800.00	8%

The MSDBE and WSDBE goals were exceeded.

WORKFORCE STATISTICS

Workforce statistics for Szostak Design, Inc. are as follows:

Total Workforce	12	
Total Females	4	(33%)
Total Males	8	(67%)
Black Males	0	(0%)
White Males	7	(59%)
Other Males	1	(8%)
Black Females	0	(0%)
White Females	4	(33%)
Other Females	0	(0%)