This request is for approval of a professional service contract with Vireo for design and engineering services, in addition to re-brand recommendations for the re-design at the Youth Activity Park.

The scope of work shall include evaluation and rebrand of the park to be more inclusive of all ages and recreational and leisure pursuits.

The re-design will seek to visually and physically connect existing elements of the park with potential new features and amenities to include the pump track, picnic shelters, water playground, playground, pathways, traffic flow and parking.

In addition, the interior space of the current building will be surveyed and evaluated for the potential development of an obstacle course type of play area.

Vireo was selected from 4 different design firms that submitted for this project.
The following additional responses were received:

Vendor: Werner Shifrin  Location: St. Louis, MO

Vendor: Planning Design Studio  Location: St. Louis MO

Vendor: Cole & Associates Inc.  Location: St. Louis MO

Vendor:  Location: 

Vendor:  Location: 

Vendor:  Location: 

Vendor:  Location: 

☐ Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.

[Signature]
Department Director/Elected Official Signature

4/10/2020
Date

[Signature]
Approval or Concurrence of Director of Finance

4/10/20
Date

BELOW ONLY TO BE COMPLETED FOR PROPOSALS AT LEAST $15,000 AND LESS THAN $50,000. See instructions at the top of pg. 1.
MEMORANDUM

TO: St. Charles County Council

FROM: Ryan Graham. Director of Parks

RE: Youth Activity Park Re-Design and Development RFQ 19-152

DATE: 4/10/2020

For your consideration is a Professional Services Request for Approval for redesign and additional development of the Youth Activity Park. After advertising RFQ 19-152 and receiving responses from multiple qualified firms, we are recommending awarding this contract to Vireo.

This project is intended to add missing amenities in the Youth Activity Park that will appeal to a broader range of park visitors. Vireo will redesign the park to provide connect existing park elements with new features to create a cohesive park design. This new design will incorporate the existing amenities as well as design and plan for a bike skills course, picnic shelters, water playground/splashpad, playground, pathways, address traffic flow and parking concerns. The interior of the building will be evaluated to determine if the current space can be developed into an obstacle course/Ninja Warrior inspired play area. These additional amenities are essential to create a park that appeals to a wide demographic of St. Charles County. This new park design and direction will appeal to skaters and bikers, as well as families that do not participate in these activities. This will increase park attendance and revenue.

This project to re-design and develop additional amenities at the Youth Activity Park is part of the Parks Capital Plan. The total cost of this design contract is $652,737.00. The cost of this project is budgeted into the Parks Site Development Capital Budget.

Please let me know if you have any questions, concerns or would like to discuss further.

Thank you,

Ryan Graham
Director of Parks