



ARLINGTON COUNTY, VIRGINIA

**County Board Agenda Item
Meeting of May 16, 2009**

DATE: April 22, 2009

SUBJECT: Approve an Award of a Contract for Landscape Architectural Services for the Modernization and Renovation of Various Arlington County Parks, Playgrounds and Open Spaces for up to a Three Year Period, as per RFP 467-08.

C. M. RECOMMENDATION:

1. Approve the Award of Contract No. 467-08 to Lee + Papa and Associates, Inc. regarding Landscape Architectural Services for the Modernization and Renovation of Various Arlington County Parks, Playgrounds and Open Spaces for up to a Three Year Period, in an amount not to exceed \$1,000,000.00 per year.
2. Authorize the Purchasing Agent to execute the contract documents, subject to review by the County Attorney.

ISSUES: As stated in the Arlington County Purchasing Resolution, approval of award of contract is required by the County Board for professional services contracts exceeding \$50,000.00. No issues have been identified.

SUMMARY: Following the review of proposals and oral presentations, staff recommends the selection of Lee + Papa and Associates, Inc. to provide professional landscape architectural services for future and upcoming park and recreation projects.

BACKGROUND: The Department of Parks, Recreation and Cultural Resources (PRCR) historically has developed contracts for various professional services for parks and recreation projects. PRCR currently has established two on-call contracts for surveying and engineering services. The landscape architectural contract will provide needed design services that are required for projects generally associated with the Capital Maintenance, Neighborhood Conservation Program and small to mid-sized park bond projects.

On January 14, 2009, the Purchasing Agent received 25 responses to Request for Proposal No. 467-08. The Scope of Work within the proposal is for the provision of Professional Landscape Architectural Services that include design, analysis and construction documents for various playgrounds, parks, athletic fields and courts, recreational facilities and community centers.

County Manager: _____

County Attorney: _____

Staff: Bernadette Grullón, PRCR

Work for any given project, as determined by the County, may include the development of detailed project scope, presentations to civic associations or commissions, surveys, cost estimates, preparation of plans, construction drawings, specifications and construction services.

DISCUSSION: In accordance with the Purchasing Resolution, a multi-departmental panel reviewed proposals submitted in response to the Request for Proposal No. 467-08 and recommended that a contract be awarded to the firm below:

Lee + Papa and Associates, Inc.

PRCR will have the capability to issue individual or multiple tasks projects. The scope of work, fees and timelines, among other things will be developed within the authority of this contract.

FISCAL IMPACT: The award of this contract does not require a specific appropriation at this time. After the County Board appropriates funds for individual projects, which may require the services performed by the firm listed above, the firm providing the service will be authorized to proceed. The amount of work ordered by the County for all projects through this contract will not exceed \$1,000,000.00 per annual contract term.