



# City of Morgan Hill

## Legislation Details (With Text)

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**Title:** CONTRACT AMENDMENT TO INCREASE THE SCOPE OF THE PARKS AND RECREATION MASTER PLAN

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**Attachments:** 1. Attachment 1 Resolution - MIG Contract Amendment, 2. Attachment 2 - Budget Scorecard, 3. Attachment 3 - Amendment to Agreement with MIG, Inc., 4. 3, 6, 9, and 10 Supplement

Date	Ver.	Action By	Action	Result
9/7/2016	1	City Council	approved	Pass

## CITY COUNCIL STAFF REPORT MEETING DATE: SEPTEMBER 7, 2016

**PREPARED BY:** Chris Ghione, Community Services Director  
**APPROVED BY:** City Manager

## CONTRACT AMENDMENT TO INCREASE THE SCOPE OF THE PARKS AND RECREATION MASTER PLAN

### RECOMMENDATION(S)

Adopt resolution appropriating \$66,000 in Park Impact Funds and authorizing the City Manager to execute an amendment to the consultant agreement with Moore Iacofano Goltsman, Inc (MIG, Inc.), increasing the scope of services to include a sports tourism economic impact study and design of a printable bikeways, trails, and park map.

### COUNCIL PRIORITIES, GOALS & STRATEGIES:

#### Ongoing Priorities

Maintaining Fiscal Responsibility  
Supporting Youth

#### 2016 Focus Areas

Planning Our Community

Improving Our Communication

#### REPORT NARRATIVE:

The City is currently updating its Bikeways, Trails, Parks and Recreation Master Plan. This proposed contract amendment and change in appropriation would increase the scope of the consultant updating the master plan to include two additional services.

On June 22, 2016, the City Council held a workshop for the Bikeways, Trails, Parks and Recreation Master Plan update. At the workshop Council members expressed an interest in conducting a sports tourism economic impact study relating to the Outdoor Sports Center, Aquatics Center, and other future planned recreation facilities. In follow-up to this direction, team members from the Community Services Department and Economic Development Division solicited proposals for companies to perform the work to complete this study. Three proposals were received:

<u>Company</u>	<u>Cost</u>
MIG, Inc./Johnson Consulting	\$51,000
Sports Facilities Advisory	\$62,000
Camoin Associates	\$ 9,500

Proposals were reviewed by the City's Economic Development Coordinator and Community Services Director and the proposal by MIG, Inc./Johnson Consulting was scored the highest. The proposal by Camoin Associates was found to be incomplete. MIG, the City's current Master Plan consultant, has proposed using Johnson Consulting as a sub-contractor to provide additional expertise in performing this study. Johnson Consulting has provided this type of work for several other agencies and received positive references. They also have familiarity with the area, currently working with the County of Santa Clara on the planning for the County Fairgrounds.

The second additional service proposed is the development of a printable bikeways, trails, and park map. While the current scope with MIG includes the development of graphical maps for planning purposes, it does not include the development of a map that currently outlines the City's existing facilities in a format that would be useable by residents. The cost to add development of this component is \$15,000. The County of Santa Clara Public Health Department would provide funding for this component of the plan through the Partnership to Improve Community Health (PICH) Grant. The map would be made available to residents online and in print format. The City would also receive the source files so that updates to the map can be made when new facilities are brought online.

#### **COMMUNITY ENGAGEMENT:       Involve**

No specific outreach was done in relation to this proposed contract amendment and increase in scope. The update of the Bikeways, Trails, Parks and Recreation Master Plan has involved extensive community outreach through public meetings, surveys, and a stakeholders group.

#### **ALTERNATIVE ACTIONS:**

The Council could elect to not move forward with this increase to the scope and the contract amendment. Alternatively the Council could also elect to move forward with only the sports tourism economic impact study or the design of a printable bikeways, trails, and park map.

#### **PRIOR CITY COUNCIL AND COMMISSION ACTIONS:**

The Council authorized the City to enter into an agreement with MIG, Inc. for the Master Plan updates on April 1, 2015. The Council previously received an update on the Master Plan update progress on March 2, 2016 and conducted a workshop on June 22, 2016.

#### **FISCAL AND RESOURCE IMPACT:**

The increase in scope would be for \$66,000 funded by the Park Impact Fund. The County would reimburse the City for \$15,000 through grant funds, making the overall cost to the fund \$51,000. The

original agreement for MIG, Inc. was for \$260,000 and this amendment would increase the agreement to \$326,000.

**CEQA (California Environmental Quality Act):**

Not a Project

**LINKS/ATTACHMENTS:**

- 1) Resolution
- 2) Budget Scorecard (Exhibit A to the Resolution)
- 3) Amendment to Agreement with MIG, Inc. (Exhibit B to the Resolution)