



# City of Pflugerville

## Legislation Text

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**File #:** 2021-1249, **Version:** 1

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Approving the selection of Berry Dunn McNeil & Parker, LLC (BerryDunn) for professional engineering services associated with the Parks, Recreation, Facilities and Open Space Strategic Master Plan and authorizing the City Manager to execute a Professional Services Agreement in the amount of \$246,320.

The proposed agenda item is a request for City Council approval for the selection of Berry Dunn McNeil & Parker, LLC (Berry Dunn) as the consultant recommended by the Selection Committee Team to provide consulting services for the development of the Parks, Recreation, Facilities and Open Space Strategic Master Plan. Berry Dunn's Professional Services Agreement (PSA) propose a five-phase work plan approach to the project, including Discovery, Engagement, Data Collection, Visioning and Strategic Plan Development. This project effort has been collaborated with the Parks Department to also include work effort for Parks Design Standards - Specifications, Standard Details and Special Products List as program items associated with all Parks projects in the future.

- Phase 1 - Berry Dunn and Team will initiate with a kick-off meeting, data request, on-site system tour and perform a review of all data to understand the components of the existing Parks System and determine plan of action with a Project Work Plan and Schedule. In addition, deliverable of a Demographics Report.
- Phase II - This phase will be a comprehensive Engagement to receive Public Input, Community Engagement and Public Outreach effort.
- Phase III - Data Collection and Analysis component with attributes to include:
  - Inventory
  - Evaluation of Level of Service
  - Park Program Assessment
  - Needs Assessment
  - Cost Recovery Study Model
  - Park Design Standards
- Phase IV - Third phase provides for Visioning of highest priorities for Parks and recommendations through workshops with development of action plans and prioritization timelines.
- Phase V - Final overall phase four of the work effort to include the development of the Parks, Recreation, Facilities and Open Space Strategic Master Plan, anticipated to be presented to the Parks Commission prior to City Council review.

In consideration, the proposed PSA includes a facilities assessment, which will be completed by BRS, a facility specialist an aquatic specialist WTI to research investigation of indoor versus outdoor aquatics facilities, as well as a cost recovery study to be completed by Berry Dunn.

Berry Dunn prioritizes and takes pride in applying our understanding of the direction setting process to analyses, beyond what “looks good on paper.” For example, thoughtful time giving support to

implement a meaningful plan for staff and the community at large. The goals of the process are to transfer knowledge in creating a strategy focused organization, and to operationalize the plan. Given the significant level of growth Pflugerville has experienced and changes brought on by the COVID-19 pandemic, the development of strategy has even greater importance. The intent is to make this a meaningful exercise for Pflugerville staff and stakeholders by creating a realistic approach to strategy. The Team will complete the Parks Strategic Plan in a collaborative and engaging way, as well endeavor to continue our relationship beyond the completion of the plan by facilitating follow up remote meetings as necessary to ensure the agency is on target with implementation.

The proposed PSA does include an implementation support provided by Berry Dunn as an initiative to ensure full understanding for a successful Park Program.

**Prior City Council Action**

N/A

**Deadline for City Council Action**

Action is requested on March 8, 2022.

**Funding Expected:** Revenue  Expenditure  N/A

**Budgeted Item:** Yes  No  N/A

\*In November 2021, the City received a \$150,000.00 grant from the Pflugerville Community Development Corporation (PCDC) for the project. The remaining \$96,320.00 will be covered by the Design Services Parks Specifications, Details, Special Products List Project approved in the Parks and Recreation Capital Projects budget as this agreement includes these services.

**Amount:** \$246,320

**1295 Form Required?** Yes  No

**Legal Review Required:** N/A  Required  Date Completed: Legal will review prior to City Manager Signature

**Supporting documents attached:**

Professional Services Agreement  
Draft Presentation

**Recommended Action**

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