

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

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| AGENDA TITLE: Kruckeberg Botanic Garden – Design Contract Amendment #3 |
| DEPARTMENT: Parks, Recreation and Cultural Services |
| PRESENTED BY: Dick Deal, Parks, Recreation and Cultural Services Director |

PROBLEM/ISSUE STATEMENT

This Staff Report provides Council with background and a recommendation regarding proposed Contract Amendment #3 with John Swanson Design Studio, LLC in the preparation of the Kruckeberg Botanic Garden Master Plan.

BACKGROUND:

At its regular meeting of May 11, 2009, Council authorized the City Manager to execute a contract with John Swanson Design Studio, LLC in the amount of \$41,615 for the preparation of the Kruckeberg Botanic Garden Master Plan. While the contract was at a dollar level that could have been approved administratively, given the fact development of the full master plan would involve at least three or four planned phases over time, with a cumulative dollar level in excess of administrative contracting authority (\$100,000) it was determined that Council should approve the Phase 1 contract.

Amendment #1 to the John Swanson Design Studio contract was executed administratively on October 1, 2009 in the amount of \$49,591.56, creating a new cumulative total contract amount of \$91,206.56. Amendment #1 provided for design-related services in the development of a Kruckeberg Garden theme, Garden mission statement and preparation of "conservation values" to help interpret the Conservation Easement for the Garden. In addition, Amendment #1 provided for the development of a "comparables analysis" of eleven different botanic gardens in the greater northwest to gain a sense of what has worked well at other facilities and what has not worked as well. This analysis compared staffing levels, budgets, acreage, parking, governance and myriad other comparisons that give us an opportunity to test operating assumptions in the development of a Kruckeberg Botanic Garden plan. Amendment #1 also provided for continuing the public involvement process with additional public workshops and planning sessions with Garden staff, Foundation Board members and Garden Committees.

Amendment #2 to the John Swanson Design Studio contract was executed on January 15, 2010 and provided for a time extension in the contract term. No additional consultant fees were allocated with Amendment #2.

Proposed Amendment #3 to the John Swanson Design Studio contract

Amendment #3 is proposed at an additional fee allocation of \$49,160 and provides for additional public involvement activities and the preparation of design alternatives for the

master plan. The addition of \$49,160 to the existing contract level of \$91,206.56 will create a new cumulative contract amount of \$140,366.56.

Because of the extensive public involvement effort associated with the Kruckeberg Botanic Garden Master Plan, a significant consultant time commitment has been required for the preparation of meeting materials and presentations. The additional time commitment has diverted design dollars originally included in Amendment #1 to provide for the additional public involvement processes. Amendment #3 will complete the public involvement process and further, will enable the completion of design alternatives for the Garden. This will include design proposals for on-site parking and alternatives for buildings and support structures for Garden operations; classroom facilities, greenhouse facilities, staff offices, modest library, gift shop and accessible pathways and site maintenance facilities. The design allocation will provide for illustrations, sections and other visual materials to help communicate the design intent to the public.

One final contract amendment will be required following the completion of the Amendment #3 work program to complete the Kruckeberg Botanic Garden Master Plan. This final amendment will provide for creating a phasing plan, construction cost estimates for each phase, and publishing a narrative report and visual materials that can be used for Garden promotions, fundraising and grant application materials. It is anticipated that this final amendment will be proposed in late spring, 2010.

FINANCIAL IMPACT:

Funds for the preparation of the Master Site Plan for the Kruckeberg Botanic Garden are included in the overall Kruckeberg Botanic Garden fund. Current remaining balance for this fund is \$482,439. Funds are available for Contract Amendment #3 to the John Swanson Design Studio contract. The following is a cost summary of the total John Swanson Design Studio, LLC contract:

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|------------------------------|---------------------|------------------|
| Initial Contract amount | \$41,615.00 | Executed 5/11/09 |
| Amendment #1 | \$49,591.56 | Executed 10/1/09 |
| * Amendment #2 | \$0 | Executed 1/15/10 |
| Amendment #3 | <u>\$49,160.00</u> | |
| Total Contract Amount | \$140,366.56 | |

* Contract time extension only. No fee increase

RECOMMENDATION

Staff recommends that Council approve Amendment #3 to the contract with John Swanson Design Studio LLC in the amount of \$49,160 for additional planning and design services in the preparation of the Master Plan for the Kruckeberg Botanic Garden.

Approved By:  City Manager _____ City Attorney _____