



OFFICE MEMORANDUM

Date: July 1, 2015

COORDINATION — ROUTING

Dept.	Name	Initial	Date
Purchasing	Kerstin Hancock	cc	July 1, 2015
Purchasing	Connie Singleton	cc	July 1, 2015

To: Mr. Max Bricka, Purchasing Director
From: Randy Bell, Parks Director *Randy Bell*
Subject: Improvements to Portions of Brushy Creek Regional Trail and Champion Park Phase II Development
Re: RFQ # 15RFQ105

Remarks:

Return To:

In response to the Request for Qualifications (RFQ), the Purchasing Department received written Statements of Interest and Qualifications from six (6) firms/teams desiring to provide professional services for Improvements to portions of Brushy Creek Regional Trail and Champion Park Phase II Development. Parks Department staff, with Purchasing Department staff overview, evaluated the Statements of Interest and Qualifications according to the criteria contained in the RFQ. On February 23, 2015, and on March 27, 2015 respectively, Parks Department and Precinct 1 staff interviewed the two (2) highest scoring firms/teams: Baker-Aicklen & Associates and Studio 16:19.

All interviewed firms/teams were asked the same questions related to project scope needs which include, but are not limited to preparation of appropriate design and construction drawings, specifications, cost estimates, development of bidding and contract documents and construction management for trail drainage improvements, embankment stabilization, trail surface re-grading and stabilization, additional retaining walls construction, retaining wall systems improvements, additional parking, additional pavilion(s), additional shade structures, improvements to shade structures, play areas improvements/additions, consideration and feasibility of repurposing splash pad operations, and any other items necessary to successfully develop the project.

Responses to interview questions clearly showed that Studio 16:19 would benefit the County the most in this project. The experience and approach to designing and engineering parks and trails of similar size and complexity was in Studio 16:19's favor. Budget constraints, construction management skills, and contractor clarity are key components of a quality project with Studio 16:19 staff. Their vision and understanding of challenges, constraints, and opportunities was very impressive, along with consideration of resources and facilities, trail user components, and long term maintenance requirements. References were very favorable, and each would recommend the services of Studio 16:19 in future projects in their respective areas.

Responses to interview questions from Baker-Aicklen & Associates were also very positive. However, staffing limitations were a major consideration in their ability to fulfill the professional services requirements of this project going forward.

After carefully considering the Statements of Interest and Qualifications and related interview responses, Studio 16:19 meets all RFQ submittal requirements. I recommend contract award of RFQ # 15RFQ105 to Studio 16:19.

A special "thank you" goes to Senior Purchasing Specialist Connie Singleton and to Deputy Purchasing Agent Kerstin Hancock, who were extremely helpful during this process.

Attachment:

Assessment of Written Qualifications

Williamson County Parks & Recreation Department
219 Perry Mayfield
Leander, Texas 78641
512-943-1920
<http://parks.wilco.org/>

Parks Mission: Our mission is to manage and operate a system of parks that will add quality to life, build community pride and spirit, promote physical fitness and self improvement, evoke an emotional and intellectual response to connections with nature, consider long term open space needs, preserve endangered species, and improve air quality.