

## **CITY COUNCIL 10.B**

### **CITY OF LYNNWOOD CITY COUNCIL**

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**TITLE:** Consulting Contract Award - RFQ 3955 – Rowe Park Outreach and Final Design Services

**DEPARTMENT CONTACT:** Brady Schach, Parks, Recreation and Cultural Arts

#### **SUMMARY:**

The City of Lynnwood has prepared this Request for Qualifications (RFQ) seeking an experienced and qualified architectural/engineering consulting team to provide professional consulting services related to Rowe Park outreach and design.

#### **PRESENTER:**

Monica Thompson, Project Manager

#### **ESTIMATED TIME:**

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#### **BACKGROUND:**

The City of Lynnwood issued a Request for Qualifications (RFQ) seeking an experienced and qualified architectural/engineering consulting team to provide the following professional services (Services): public outreach, planning, site investigation and analysis, preliminary design, engineering/construction documentation, cost estimating, and grant support for the Rowe Park Outreach & Final Design (Project). Services will be provided as a multi-phase project; other services and/or future phases may include permit support, environmental review, bid support, and construction administration/management.

Six Statement of Qualifications were received, and the top three firms were interviewed. The City entered into contract negotiations with the highest scoring firm.

#### **SUGGESTED ACTION:**

Approve the request to enter the agreement with Hough Beck & Baird Inc. to provide outreach and design services for the not-to-exceed amount of \$200,000.00.

#### **PREVIOUS COUNCIL ACTIONS:**

The Council was presented with the initial request to award the contract for Rowe Park Outreach and Final Design services at the August 4th meeting.

November 25, 2024: Adopted the 2025-2026 Biennial Budget by Ordinance 3471. \$300,000 of

Park Impact Fees was allocated toward Rowe Park Final Design.

December 11, 2023: Adopted the ParksLove Plan: An Equitable Park & Trail Capital Plan by Resolution 2023-10. Rowe Park is listed as the fifth highest priority park project and the sixth highest priority project on the Parks Capital Project List (out of 118 projects).

December 12, 2022: Adopted the 2023-2024 Biennial Budget by Ordinance 3428. \$150,000 of Park Impact Fees was allocated toward Rowe Park Design.

February 14, 2022: Adopted the Parks, Recreation & Cultural Arts Department 2021-2030 Capital Facilities Plan by Resolution 2022-05. Rowe Park Development is listed as a priority project.

### **FUNDING:**

The total contract cost will be not-to-exceed \$200,000.00. Project costs are currently authorized in the adopted 2025-2026 biennial budget. Local funds will be drawn from Capital Fund 180: Park Impact Fees.

Contracted consultant/professional services are necessary to support a grant application to the Washington State Recreation and Conservation Office in May 2026.

### **VISIONS AND PRIORITIES ALIGNMENT:**

The Lynnwood Community Vision states that the City is to be a welcoming city that builds a healthy and sustainable environment, and be a city that is responsive to the wants and needs of our citizens. The Rowe Park project supports that vision and results in an important improvement to the City's infrastructure that links City of Lynnwood programs, policies, comprehensive plans, mission, and ultimately the Community Vision. This is a supporting capital project that is listed specifically as project PK2001039B in the 2025-2030 *Capital Facilities Plan and Transportation Improvement Program* document as well as ranked the 6th highest priority project (out of 118 total projects) in the Adopted 2023 ParksLove Plan.

### **DEPARTMENT ATTACHMENTS**

Description:

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[RFQ 3955 - Rowe Park - Procurement Report\\_final.pdf](#)