

The Special Meeting of the Board of Park Commissioners was called to order by President Caron at 6:32 p.m. in the Jewett Park Community Center. The Secretary called the roll, and the following were:

PRESENT: Brown, Caron, Cohen, Patinkin, Serota (5)
ABSENT: None (0)

Staff: Executive Director Jeff Nehila and Director of Parks Jay Zahn

III. Matters from the Public

No members of the public were present at the meeting.

IV. Landscape Architect Presentations for Architectural & Engineering Services

Executive Director Nehila initiated the discussion by mentioning that staff distributed a Request for Qualifications for Landscape Architect firms in December and opted to interview two of the three firms who made a submission. From those two firms, staff believes both have the expertise and technical background required for the Jewett Park project as there are a number of complexities within the design for planned amenities and features. Staff is also seeking to establish a long-term relationship with the chosen firm for future projects within the parks system. Executive Director Nehila encouraged questions from the Board relative to each firm's overall familiarity with the project during their respective interviews. He requested that the Board ask each firm the same questions to keep the interviews fair and equitable. After both presentations, staff will welcome feedback from the Board on the best firm for the project. The leading firm's proposal will then be unsealed and reviewed by staff the following day. As pricing can heavily influence the outcome, only the chosen firm's proposal will be opened. The pricing between the proposals should be relatively similar as this project involves a OSLAD grant and there is only a certain percentage that any firm will typically charge given that factor. Staff is hopeful that the Board can reach a consensus tonight and put this on the Board agenda for approval mid-January.

Following Director Nehila's introduction, Planning Resources Inc. provided a detailed presentation followed by a Q&A session. PRI was involved with the planning and execution of the first phase of the Jewett Park 2.0 renovation as well as master planning for the Northwest Quadrant. There was a brief discussion regarding the project timeline. Commissioner Brown asked for specific challenges PRI believes they will face with respect to this project. PRI Consultants advised they foresee securing playground equipment due to ongoing supply chain issues and gravel price increases as the biggest project challenges. Vice President Cohen asked if PRI Consultants work on an hourly fee. PRI explained their fees are based on the overall project budget and the amount of time they anticipate it will take to complete the project. Additional questions included any potential pending litigation, water feature design and PRI's staffing levels. After their interview, the Board and staff briefly evaluated PRI's successes and failures with respect to Jewett Park 2.0 Phase I and the Northwest Quadrant Master Plan. The Board was impressed with their credentials, their ability to project manage and their intimate knowledge of the project.

Moving forward, Director Nehila introduced Consultants from Upland Design. Similar to the first presentation, Upland Design provided a detailed presentation followed by a Q&A session. Upland Design Consultants exhibited an in-depth knowledge of multipurpose pavilions, fitness and/or challenge courses, native rain gardens, council rings and water features. Vice President Cohen asked how many of Upland's prior projects have been on a budget over \$2 million dollars. Upland Design Consultants

estimated upwards of twenty projects. Additional questions included any potential pending litigation, challenges specific to the project, site prep elements and Upland's staffing levels. After their interview, the Board and staff evaluated Upland's presentation. Overall, the Board was highly impressed by their ability to retain existing clients, their passion for their work product and unique design features. Ultimately, the Board formed a consensus around Upland Design as the firm best suited to manage the Jewett Park 2.0 Phase II renovation in alignment with the Board's vision for the park. It was agreed that this topic be placed on the upcoming Board agenda for approval mid-January.

V. Other Matters

None

VI. Motion made by Vice President Cohen seconded by Commissioner Serota, to adjourn the Budget Meeting at 8:47 p.m. Voice vote carried as follows:

PRESENT: Brown, Caron, Cohen, Patinkin, Serota (5)

ABSENT: None (0)

Respectfully Submitted,



Jeff Nehila, Secretary