



Folsom City Council Staff Report

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| MEETING DATE: | 5/27/2025 |
| AGENDA SECTION: | Consent Calendar |
| SUBJECT: | Resolution No.11389 – A Resolution Authorizing the City Manager to Execute an Agreement for Design Consulting Services with Leathers & Associates for the Kids Play Park Renovation Project (PROJECT #PK2501) |
| FROM: | Parks and Recreation Department |

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends the City Council approve Resolution No. 11389 – A Resolution Authorizing the City Manager to Execute an Agreement for Design Consulting Services with Leathers & Associates for the Kids Play Park Renovation Project (PROJECT #PK2501).

BACKGROUND / ISSUE

Folsom Kids Play Park, also known as Castle Park, is located at 201 Prewett Drive, south of Oak Chan Elementary School in the Willow Creek Estates South neighborhood (Attachment 2). The park is 2.1 acres and is home to the beloved castle themed wooden playground “Castle Park” designed by Robert Leathers and built by the community in 1996.

The wooden play structures are almost 30 years old and have reached the end of their useful life. With replacement parts no longer available, the City has decided to completely replace the wooden play structures while staying within the original 13,000 square foot footprint.

The process for replacing the existing playground starts with selecting a design consultant to provide the design intent and produce construction drawings and specifications which are then used for bidding and ultimately construction of the project.

The Parks & Recreation Department issued a Request for Proposal (RFP) for playground design services for Folsom Kids Play Park on March 31, 2025. The playground design process includes the creation of a new custom playground design, preparation of construction documents and

specifications, community engagement, providing fundraising assistance and construction assistance.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, Public Works projects or purchases costing \$75,049 or greater shall be awarded by the City Council.

ANALYSIS

The RFP was publicly advertised, and the due date was April 30, 2025. A total of 4 proposals were received by April 30, 2025. A full review of the 4 proposals was conducted by staff from the Parks & Recreation Department.

The proposals were evaluated based on a weighted response to the following requested proposal criteria (evaluation factors):

| | Criteria | Potential Points |
|----|--|-------------------------|
| 1. | Vision/Understanding | 25 |
| 2. | Discussion of Scope of Work | 20 |
| 3. | Qualifications / Experience / Fundraising Assistance | 25 |
| 5. | Work Schedule | 5 |
| 7. | Cost Proposal | 25 |
| | Total Potential Points | 100 |

Although the purchase and installation of playground equipment were outside the defined scope of work, several firms considered these elements essential to their standard services and therefore either included them in their cost proposals or noted them as limitations to their proposals. This is reflected in the varying price range of cost proposals provided.

The firms received the following rankings for their proposals:

| Firm | Leathers & Associates | Play by Design | Zoom Recreation | BCI Burke |
|----------------------|----------------------------------|-----------------------|------------------------|------------------|
| Proposal Points | 95.00 | 84.00 | 54.33 | 28.33 |
| Ranking | 1 | 2 | 3 | 4 |
| | | | | |
| <i>Cost Proposal</i> | | | | |
| Total: | \$81,640 | \$48,100 | \$611,470 | \$799,888 |
| | | | | |

Following a comprehensive evaluation of the proposals in accordance with the RFP criteria, staff recommends awarding the Kids Play Park Renovation Project playground design contract to Leathers & Associates. The evaluation team found that Leathers & Associates demonstrated a strong understanding of the project's significance to the community, with a clear alignment to the overall project vision and an emphasis on creating a meaningful sense of place in the new playground. Their proposal also reflected a deep commitment to community engagement,

adherence to the proposed project schedule, and relevant experience in supporting community-led fundraising initiatives. Additionally, their cost proposal is considered reasonable in relation to the defined scope of work.

In accordance with Folsom Municipal Code, Chapter 2.36.110, the award of a contract shall be made to the responsible offer or whose proposal is determined in writing to be the most advantageous to the City, taking into consideration price and the evaluation factors set forth in the request for proposals.

In accordance with Folsom Municipal Code Chapter 2.36.080, Public Works projects or purchases costing \$75,049 or greater shall be awarded by the City Council.

FINANCIAL IMPACT

The total estimated cost of the Kids Play Park Renovation Project (PROJECT #PK2501) is \$1.1 million. As part of the Fiscal Year 2024-25 Budget, the City Council approved \$800,000 toward the project out of the general fund. The remaining \$300,000 is expected to be funded by a community-led group. Leathers & Associates has submitted a cost proposal of \$81,640 for their services. Sufficient funds are budgeted and available within the adopted Fiscal Year 2024-25 budget to cover this agreement.

ENVIRONMENTAL REVIEW

Per California Environmental Quality Act (CEQA) guidelines, replacing an existing playground is exempt from environmental review since the project involves minor alterations to an existing public facility with negligible or no expansion of use.

ATTACHMENTS

1. Resolution No.11389 – A Resolution Authorizing the City Manager to Execute an Agreement for Design Consulting Services with Leathers & Associates for the Kids Play Park Renovation Project.
2. Kids Play Park Renovation Project Location

Submitted,

Kelly Gonzalez,
Parks and Recreation Department Director