



LEGISLATIVE COVER MEMO

Introduction: May 16, 2022

Agenda Item: **Resolution 2022-47**

RECOMMENDING THE CITY MANAGER ENTER INTO A JOINT PROFESSIONAL SERVICES AGREEMENT WITH FRANKLIN CITY SCHOOLS FOR A PARK FACILITIES MASTER PLAN

Submitted by: Jonthan Westendorf, City Manager

Scope/Description: City Staff and members of the Council Parks and Recreation Committee have met with Franklin City Schools staff and members of the Board of Education to discuss optimizing use of the Parks system. Human Nature and McBride Dale Clarion have been asked to create a Joint City-School Park Facilities Master Plan. The goal is to coordinate a mutually beneficial strategy for the city and school district's parks and recreation facilities.

Budget Impact: The project is estimated not to exceed \$40,000 with the City covering 50% of the costs.

Exhibits: Exhibit A: Human Nature Professional Services Agreement

Recommendation: Staff recommends approval.

CITY OF FRANKLIN, OHIO
RESOLUTION 2022-47

**RECOMMENDING THE CITY MANAGER ENTER INTO A JOINT PROFESSIONAL SERVICES AGREEMENT WITH
FRANKLIN CITY SCHOOLS FOR A PARK FACILITIES MASTER PLAN**

WHEREAS, the City of Franklin and Franklin City Schools have a strong history of collaboration in the interest of serving our residents; and

WHEREAS, the City of Franklin Parks Division is responsible for developing, operating and maintaining the City's park and recreation system, which enriches the quality of life for our residents and visitors alike; and

WHEREAS, Franklin City Schools is in the process of updating and expanding their facilities after the successful passage of a bond issue in November of 2020; and

WHEREAS, Franklin City Schools' Atrium Memorial Stadium is located within the Franklin Community Park; and

WHEREAS, Franklin Community Parks hosts numerous Franklin City Schools sporting and recreation events;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Franklin, Ohio, a majority of the members present concurring, that:

Section 1. Council recommends that the City Manager enter into a Joint Professional Services Agreement with Franklin City Schools to contract with Human Nature and McBride Dale Clarion for the Planning and Design Services for a Park and Recreation Facilities Master Plan. The proposal from Human Nature is attached as Exhibit A.

Section 2. It is hereby found that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Rules of Council.

Section 3. This Resolution shall become effective immediately upon its passage.

ADOPTED: May 16, 2022

ATTEST: _____
Khristi Dunn, Clerk of Council

APPROVED: _____
Brent Centers, Mayor

CERTIFICATE

I, the undersigned Clerk of Council for the Franklin City Council, do hereby certify that the foregoing is a true and correct copy of a resolution passed by that body on May 16, 2022.

Khristi Dunn, Clerk of Council



Human Nature, Inc.
990 St. Paul Drive
Cincinnati, OH 45206
T: 513.281.2211
www.humannature.cc

Professional Services Agreement

DATE: 26 April 2022	RE: Proposal for Professional Planning & Design Services – Master Planning
PROJECT: Franklin Joint City-School Park Facilities Master Planning	
TO: Jonathan Westendorf, City Manager City of Franklin, Ohio 1 Benjamin Franklin Way Franklin, OH 45005 Michael Sander, Superintendent Franklin City Schools 150 E. 6 th Street Franklin, OH 45005	PAGE 1 of 4

Dear Jonathan and Michael:

Thank you for your interest in working with McBride Dale Clarion (MDC) and Human Nature (HN) on a coordinated and mutually beneficial strategy for the city and school district’s parks and recreational facilities. It is an exciting time in Franklin, with new school facilities being planned; new downtown plans, streetscape plans and comprehensive plans being created; and new redevelopment opportunities being cultivated. Working together, we can help ensure that these opportunities are synergistic and well-connected, for maximum efficiency and community benefit. As discussed in our meeting on 4/8/22, we understand that the area of study is generally bounded by Fourth Street, North Riley Boulevard and Clear Creek – where we will explore recreational facilities and connective opportunities between school and park properties.

Scope of Work

The following represents our anticipated scope of work needed in order to complete this project. We would be happy to discuss the specifics of this proposal, though, and adjust as needed, in order to meet the needs of both the City of Franklin and Franklin City Schools. It is our understanding that this project will entail the following:

1. Initiation
 - a. We will meet with representatives of Franklin City Schools and the City of Franklin to inventory the existing parks, recreation facilities, and other similar resources that are applicable to this project and analysis. We will also discuss the strengths, weaknesses, opportunities, and strengths of the existing facilities.

- b. The City and Schools will provide the team with each group's needs and desires for new, renovated, or expanded facilities.
- c. We will meet with additional city and school stakeholders, if desired, to gain insight and input on this topic including the needs and desires of other sports organizations, residents, elected officials, and similar community stakeholders.
- d. If desired, we will send out a citywide online survey to understand the needs and desires of the greater community on this topic.

2. Analysis

- a. We will review and summarize all public feedback and summarize in a public engagement summary memo.
- b. We will review applicable city and school district documents including plans, studies, master plans, and strategic plans.
- c. We will conduct an existing conditions analysis which will include mapping of the city and school's existing facilities, existing and planned pedestrian connections and trails, vehicular connections, and other similar information that is applicable to this project.

3. Vision

- a. Based on the existing condition analysis and community feedback, we will draft a vision statement and goals and objectives for the project that reflect an aspirational plan for the future.
- b. We will create up to three different implementation scenarios for the distribution and organization of the city and school district's parks and recreation facilities. These scenarios will generally layout how and where the different facilities could be located, including what should remain, what needs to be improved, what new facilities are proposed, and what existing facilities may be relocated.
- c. These scenarios will be presented to the city and school district for review and comment. Additional public input on the scenarios may also be needed, which could include an online survey, public open house, board meeting presentation, or other similar strategy. The consultant team will work with the city and school district to determine what engagement strategy is appropriate.

4. Draft

- a. Based on the feedback of the scenarios, a preferred choice will be identified. The preferred choice will be refined in greater detail, reflecting any necessary comments or changes that arose from the public review.
- b. The team will create the document template and design and draft the remaining plan content for the final product. It is anticipated that the plan will include an existing condition analysis, vision and goal statements, a proposed framework strategy, and implementation recommendations.
- c. The first draft of the plan will initially be reviewed by the city and school district staff for comment. The plan will then be revised based on those comments.
- d. The second draft of the plan will be presented to the public for review and comment. This could include an online survey, public open house, board meeting presentation, or other similar strategy. The consultant team will work with the city and school district to determine what engagement strategy is appropriate.

5. Adopt

- a. The plan will be revised based on the public feedback and direction from the city and school district and an adoption draft will be created.

- b. The adoption draft will be presented to the applicable boards of the city and school district for adoption.
- c. Following the plan's adoption, the plan will be finalized. An electronic version of the final plan document will be presented to the city and the school district. Any applicable electronic files such as graphics, maps, and pictures will also be provided.

EXCLUSIONS

The following services are not included: surveying, traffic/civil/utility engineering, floodplain analysis, historic/environmental/zoning review(s), public hearings, 3D illustrations/fly-throughs, schematic design, construction documents, bidding, and implementation. These would be the subject of separate agreement(s), if desired.

SCHEDULE

The outlined scope of work is anticipated to be performed over 3-4 months (May – August 2022). This schedule assumes timely review and feedback from the City and Schools.

FEES

Fees for this project as described herein will be billed hourly and are estimated not to exceed \$40,000 without prior authorization, including expenses (\$25,000 for HN and \$15,000 for MDC). We will coordinate our work closely with you to manage tasks and the costs. If the volume of work is greater than anticipated, we will work with you to adjust this amount as mutually agreed.

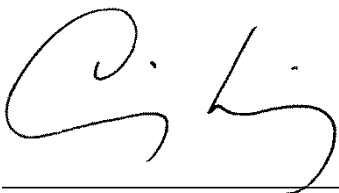
Invoices will be sent monthly based upon tasks completed using the following normal hourly rates:

Principal	\$195/hour
Project Manager	\$145/hour
Senior Planner/Landscape Architect	\$115/hour
Planner/Designer/Landscape Architect	\$105/hour
3D Modeling	\$95/hour
Draftsperson	\$85/hour
Clerical	\$75/hour

Payment is expected within 30 days of invoice. Late invoices accrue interest at 3% per month.

We sincerely appreciate the opportunity to be part of this exciting project. We are prepared to begin as soon as we receive your authorization.

Respectfully submitted:



Christopher Manning, PLA, FASLA
Co-Founder/Principal/Landscape Architect
Human Nature Inc.

Authorized to Proceed:

Jonathan Westendorf, City Manager
City Manager
City of Franklin, Ohio

Date

Michael Sander, Superintendent
Franklin City Schools

Date