



## PARKS AND RECREATION

**To: Mayor and Town Council**

**From: Dan Baker, Director of Parks and Recreation**

**Through: Mario Canizares, Town Manager  
Robyn Battle, Executive Director**

**Re: Amendment to a Professional Services Agreement**

**Town Council Meeting – September 26**

**Strategic Visioning Priority: 1. Acceleration of Infrastructure**

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**Agenda Item:**

Consider and act upon Contract Amendment #1 to a Professional Services Agreement with Dunaway Associates, LLC, for additional design services related to the development of Raymond Community Park.

**Description of Agenda Item:**

The Town entered into a Professional Services Agreement with Dunaway Associates, LLC, for the design of First & Coit Community Park (Raymond Community Park) in March of 2022. The scope of design services has been increased since execution of the original Professional Services Agreement. The additional scope has been added at the Town's request.

The additional design services are as follows:

**1. Final Plat (Taxable) including boundary services and Final Plat Processing (Surveying) - \$37,200**

Final plat comment processing (Survey) – Dunaway will make revisions to the survey drawing to address survey matters (if any) brought to Dunaway's attention by Town, or their representative. The fee is not to exceed five rounds of comments.

**2. Pickleball & Tennis Area - \$165,600**

Overall grading, utilities, post-tensioned courts, shade structures, CXT restroom building, lighting service and lighting.

**3. North Playground Area - \$58,450**

Overall grading, utilities, concrete pavement areas, play structures, shade structures, and CXT restroom building.

**Budget Impact:**

The original contract amount was \$1,091,600. The total cost of additional services is \$261,250. The total revised contract amount will be \$1,352,850. The original budget was \$1,200,000. Additional funding for this amendment is available in account 750-5410-10-00-2122-PK.

**Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached document as to form and legality.

**Attached Documents:**

1. Contract Amendment #1

**Town Staff Recommendation:**

Town Staff recommends approval of Contract Amendment #1 to a Professional Services Agreement with Dunaway Associates, LLC, for additional design services related to the development of Raymond Community Park.

**Proposed Motion:**

I move to approve Contract Amendment #1 to a Professional Services Agreement with Dunaway Associates, LLC, for additional design services related to the development of Raymond Community Park.