



## PARKS AND RECREATION

**To:** Mayor and Town Council

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

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

**Re:** Professional Services Agreement for Downtown Park Design and Construction Documents

**Town Council Meeting – June 25, 2024**

**Strategic Visioning Priority: 4. Provide Excellent Municipal Services**

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**Agenda Item:**

Consider and act upon authorizing the Town Manager to execute a Professional Services Agreement between Teague Nall and Perkins, Inc. and the Town of Prosper, Texas, for design services and preparation of construction documents for the Downtown Park Project (Project #2319-PK) for \$105,700.

**Description of Agenda Item:**

This project involves development of construction documents based on the approved master plan for the Downtown Park, located at Broadway and Parvin Street. Teague Nall and Perkins, Inc. was the firm that prepared the master plan for the Town. Survey work, bidding assistance and preparation of as-build drawings are additional services included in this agreement.

Park amenities will include a walking trail, picnic tables, benches, and a playground. The CIP Subcommittee and Parks and Recreation Board have approved this scaled back design to keep the park for more passive recreational use.

**Budget Impact:**

The total cost of services is \$105,700. Funding for this contract is available in account 750-5410-10-00-2319-PK.

Total project budget including design is \$800,000. Design costs are being deducted from this amount leaving \$694,300 remaining for construction.

**Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the standard Professional Services Agreement as to form and legality.

**Attached Documents:**

1. Professional Services Agreement
2. Preliminary Schedule
3. Park location map

**Town Staff Recommendation:**

Town Staff recommends the Town Council authorize the Town Manager to execute a Professional Services Agreement between Teague Nall and Perkins, Inc. and the Town of Prosper, Texas, for design services and preparation of construction documents for the Downtown Park Project (Project #2319-PK) for \$105,700.

**Proposed Motion:**

I move to authorize the Town Manager to execute a Professional Services Agreement between Teague Nall and Perkins, Inc. and the Town of Prosper, Texas, for design services and preparation of construction documents for the Downtown Park Project (Project #2319-PK) for \$105,700.