



STAFF REPORT

Meeting Type: City Council
Meeting Date: April 21, 2025
From: Rochelle Anderholm-Parsch, Parks and Recreation Director
Subject: Contract Amendment Approval: Meinig Park Improvements Phase 2

DECISION TO BE MADE:

Whether to award an amendment to the existing contract with Lango Hansen Landscape Architects (LHLA) for Phase 2 of Meinig Park improvements.

APPLICABLE COUNCIL GOAL:

[5.1.1: Complete Meinig Park renovations.](#)

BACKGROUND / CONTEXT:

Consistent with Council direction, Sandy Parks and Recreation is pursuing phased improvements of Meinig Park. The original contract with Lango Hansen Landscape Architects (LHLA) in May 2024 for the first phase of design work is attached for reference. The scope of Phase 1 included schematic design, community engagement, conceptual planning, and early cost estimating. Phase 1 involved numerous meetings with staff, stakeholders, and public representatives, ensuring robust community input. Input was also received from several online surveys and open houses.

Through the Phase 1 work, priorities were identified through that input, Parks Board feedback, and City Council direction, emphasizing restoration of failing infrastructure and improved accessibility throughout the park. Phase 1 resulted in the prioritization of improvements which included the City Hall parking lot, ADA pathway connections and access, lighting, and hillside seating. These foundational improvements laid the groundwork for the next phase of work, which is now before the Council for consideration.

Over the past year, the project has received continued support and is a council goal for 2025-2027. Phase 2 now seeks to advance the next layer of improvements consistent with the updated Meinig Park Concept Plan and prioritized improvements.

KEY CONSIDERATIONS / ANALYSIS:

Total park improvements prioritized through over a year of engagement include reconstructed pathways, upper parking lot upgrades, hillside seating and access updates, and lighting and electrical upgrades.

Phase 2 includes design refinement, construction drawings, permitting, bidding, and construction observation. Specifically, Phase 2 will:

- Advance design refinement / design development to 100% Design Development, which will serve as the basis for land use submittal
- Develop construction drawings and updated cost estimates
- Support permitting processes
- Provide support during bidding
- Include construction observation once construction begins

Tentative schedule from LHLA's scope:

- Kick-off Meeting: April 2025
- 100% DD / Land Use Submittal: May 2025
- 90% CD / Permit: July 2025
- Receive Permits: September 2025
- Post Bid Documents: November 2025
- Bid Opening: December 2025
- Bid Award: December 2025
- Council Approves Contract: January 2026
- **Construction Pause for Mountain Festival: July 7 – July 15, 2026**
- Substantial Completion: October 2026
- Final Acceptance: November 2026

Project Funding Approach:

LHLA and staff understand that the Parks Department is making every effort to secure funding for the entire scope of the improvements outlined in the amendment. However, those funds have not been finalized. It is the intention of staff and LHLA to document all proposed improvements. If less funding is available, staff and LHLA will work together to revise construction drawings and the construction scope to reflect the available park funding.

This second phase prioritizes shovel-ready design work. Importantly, LHLA has collaborated closely with staff to ensure the approach remains flexible, allowing the City to implement certain elements of the plan as budget permits. This phased implementation strategy is intentional and strategic, ensuring Sandy can move forward without overextending financial resources.

The attached scope of work includes a disclaimer from LHLA acknowledging the City's need for flexibility and phasing due to funding uncertainty.

Additionally, it makes strategic and financial sense to proceed with an amendment to LHLA's existing contract. LHLA is already deeply familiar with and created the Meinig Park Master Plan and conceptual designs, having led the first phase of the project. They bring critical knowledge of local code requirements, permitting expectations, and design intent. Continuing with LHLA is the most efficient and cost-effective option to keep the project moving forward. It also supports the City's phased construction strategy by maintaining continuity and design consistency while allowing for adaptability in response to available funding.

BUDGET IMPACT:

The total amount for this contract amendment is \$179,400. This amendment is to the existing contract with Lango Hansen Landscape Architects (LHLA) dated May 22, 2024. The initial phase was contracted at \$36,900 and included base scope items and a rendering of the Fantasy Forest to support public engagement around community preferences for the site. This second phase brings the total contract value to \$219,890.

This amendment includes all tasks necessary to take the Meinig Park Improvement Project through design refinement, land use, construction drawings, permitting, bidding, and construction observation.

Construction funding for this work will come from 2025–2027 projected Parks System Development Charges (SDC) allocated to Meinig Park improvements.

Currently, the Parks and Recreation Department has earmarked \$1,000,000 in Parks SDCs in the proposed 2025–2027 budget for Meinig Park. In addition, staff is actively pursuing approximately \$791,000 in grant funding and has initiated discussions regarding the use of urban renewal funds. Urban renewal dollars, if approved, would be targeted toward improvements located within the boundary, specifically the City Hall parking lots, ADA access from City Hall into the park, and select shelter upgrades.

Staff recognizes that the request for urban renewal funds is contingent upon the upcoming budget process. Advancing Phase 2 ensures the City has complete construction drawings, enhancing its competitiveness for future grant applications and funding. It also positions the project for phased implementation as additional resources become available.

RECOMMENDATION:

Staff recommends approval of the contract amendment with Lango Hansen Landscape Architects for Phase 2 Meinig Park Improvements.

SUGGESTED MOTION LANGUAGE:

“I move to authorize the City Manager to execute Contract Amendment No. 1 with Lango Hansen Landscape Architects in the amount of \$179,400 resulting in a not-to-exceed contract total of \$219,890 for the Meinig Park Improvement Project.”

LIST OF ATTACHMENTS / EXHIBITS:

- LHLA Phase 2 Scope of Work and Amendment
- Meinig Park Phase 2 Concept Map
- Original Phase 1 LHLA Contract for Reference