Minneapolis
Park & Recreation Board

Resolution 2019-362

Resolution Approving Amendment #1 to Professional Services Agreement #C-43749 with HKGi Related to the Minnehaha Parkway Regional Trail Master Plan in the Amount of $37,725 for a New Contract Total of $351,125

Whereas, The Minneapolis Park & Recreation Board (MPRB) is authorized to contract with public and private entities in the performance of its functions;

Whereas, The Board of Commissioners entered into a Professional Services Agreement with HKGi, Inc. (HKGi) on April 4, 2018 for $313,400 for landscape architectural and planning services related to Minnehaha Parkway Regional Trail Master Plan;

Whereas, The process of preparing the master plan has resulted in the need for additional public meetings and transportation data collection and analysis;

Whereas, HKGi has requested additional compensation in the amount of $37,725 for its costs associated with the preparation of materials for and documentation of the additional public meetings, and for subconsultant costs associated with transportation studies;

Whereas, MPRB staff has reviewed the request for additional compensation and found the request to be necessary and appropriate; and

Whereas, This resolution is supported by the MPRB 2007-2020 Comprehensive Plan, which envisions “Dynamic parks that shape city character and meet diverse community needs;”

RESOLVED, That the Board of Commissioners approves Amendment #1 to Professional Services Agreement #C-43749 with HKGi, Inc. related to the Minnehaha Parkway Regional Trail Master Plan in the Amount of $37,725 for a New Contract Total of $351,125; and

RESOLVED, That the President of the Board and Secretary to the Board are authorized to take all necessary administrative actions to implement this resolution.

Minneapolis
Park & Recreation Board

TO: Minneapolis Park and Recreation Board

FROM: Michael Schroeder,

DATE: November 6, 2019

SUBJECT: Resolution Approving Amendment #1 to Professional Services Agreement #C-43749 with HKGi Related to the Minnehaha Parkway Regional Trail Master Plan in the Amount of $37,725 for a New Contract Total of $351,125

BACKGROUND

This resolution authorizes an Amendment in the amount of $37,725 to Professional Services Agreement #C-43749 with HKGi, Inc. (HKGi) to provide landscape architectural and planning consulting services for the Minnehaha Parkway Regional Trail Master Plan project. The new contract total requested is $351,125 (*Attachment A*).

The primary reason for this request is the addition of detailed traffic analysis associated with the project. This analysis is being done at the request and suggestion of the Community Advisory Committee (CAC) and the public at large. The CAC has met eight times since mid-2018 and has participated in the review of several rounds of concept designs. Beginning with the release of preferred concepts at CAC #6, the community raised concerns about certain proposals for the parkway road itself. These conversations led to suggestions by staff at CAC #8 to pause the project while further study is performed. HKGi has added to its consultant team by engaging Spack Consulting, a specialist in traffic studies and engineering. In addition to Spack's work (*See Attachment B for Spack's scope of services*), HKGi has found it necessary to perform additional tasks associated with the management, analysis, and communication of the traffic data. Furthermore, HKGi is being asked to attend at least two additional meetings to discuss this work. HKGi has proposed additional services for these tasks that staff feels are reasonable. This work is necessary to provide important resources to the public and CAC so the project can move forward.

FUNDING/COST SUMMARY

Sources		**$2,978,663**
2018 Parks and Trails Legacy Fund: Master Plan only. Expires June 2020	$256,000	
2018, 2019, 2020 Parks and Trails Legacy Fund: Master Plan and Capital Projects. Expires June 2020	$2,722,663	

Minneapolis
Park & Recreation Board

or later		
Uses		**$2,978,663**
HKGi PSA for Master Plan	$313,400	
Amendment #1 to HKGi PSA for traffic analysis (pending board approval)	$37,725	
In-house administrative costs	$120,000	
Topographic and ALTA survey	$130,000	
Completion of Lyndale Avenue underpass (approximate funds pending project close-out)	$1,000,000	
Estimated construction costs including consultant fees	$1,377,538	
Balance		**$0**

RECOMMENDATION

Staff recommends approval of Amendment #1 to Professional Services Agreement #C-43749 with HKGi related to the Minnehaha Parkway Regional Trail Master Plan in the Amount of $37,725 for a New Contract Total of $351,125.

This action is supported by the following vision and goal statements in the MPRB 2007-2020 Comprehensive Plan:

- Vision Theme 1: Urban forests, natural areas, and waters that endure and captivate
  - Goal: Residents and visitors enjoy and understand the natural environment
    - Strategy: Encourage people to experience the natural environment by providing and maintaining, where feasible, trails and access points that serve people of all ranges of ability
    - Provide or support other entities in providing programming that teaches residents to reduce their individual negative impact on the natural environment.

  - Goal: People and the environment benefit from the expansion and protection of natural resources
    - Strategy: Within the park system, protect natural resources recognized as significant city, regional, or national resources due to historical, ecological, or aesthetic value.

- Vision Theme 2: Recreation that inspires personal growth, healthy lifestyles, and a sense of community
    - Goal: Residents, visitors, and workers enjoy opportunities to improve health and fitness
        - Strategy: Ensure recreation opportunities are available for persons with disabilities.

- Vision Theme 3: Dynamic parks that shape city character and meet diverse community needs
    - Goal: Parks shape an evolving city.

    - Goal: Park facility renewal and development respects history and focuses on sustainability, accessibility, flexibility, and beauty.

    - Goal: Focused land management supports current and future generations.

- Vision Theme 4: A safe place to play
    - Goal: Parks are safe and welcoming by design
        - Strategy: Design parks to meet or exceed safety standards, building codes, and CPTED principles
        - Strategy: Work with communities and the city to provide safe pedestrian and bicycle routes to and within parks.

    - Goal: Communities, public and private partners, and staff cooperate to promote safety.
        - Strategy: Work with communities to identify necessary safety improvements within parks.

ATTACHMENTS:

- Attachment A - MPRTMP - Contract Amendment #1 - 191021 (PDF)
- Attachment B - Spack Traffic Study Proposal - Minnehaha Parkway Master Plan_10.18.2019 (PDF)

Prepared By: Adam Arvidson, Manager of Public Engagement & Citywide Planning, Strategic Planning
Review:
Cindy Anderson Completed 10/22/2019 3:57 PM
Adam Arvidson Completed 10/24/2019 1:42 PM
Michael Schroeder Completed 10/25/2019 9:16 PM
Jennifer Ringold Completed 10/27/2019 1:16 PM
Al Bangoura Completed 10/30/2019 8:24 AM
Minneapolis Park and Recreation Board Pending 11/06/2019 5:00 PM