

**BOARD OF SUPERVISORS
FINANCE/GOVERNMENT OPERATIONS AND
ECONOMIC DEVELOPMENT COMMITTEE
ACTION ITEM**

SUBJECT: **CONTRACT AWARD/Architectural & Engineering Services for the Hal and Berni Hanson Regional Park**

ELECTION DISTRICT: Blue Ridge

CRITICAL ACTION DATE: April 12, 2016

STAFF CONTACTS: Joe Kroboth, Transportation & Capital Infrastructure
Mark Hoffman, Transportation & Capital Infrastructure
Christopher Bresley, Finance and Procurement

PURPOSE: To award a contract for the design of the Hal and Berni Hanson Regional Park.

RECOMMENDATION: Staff recommends that the Finance/Government Operations and Economic Development Committee (FGOEDC) recommend to the Board of Supervisors (Board) that the Purchasing Agent be authorized to award a contract for Architectural and Engineering Services for the Hal and Berni Hanson Regional Park to Lose & Associates, Inc., in the total estimated amount of \$4,919,608. Staff also recommends that the FY 2016 Capital Improvement Program (CIP) and budget be amended to appropriate \$2,025,000 from the Braddock Crossing rezoning application in the Public Facilities Fund and transfer that amount to the Capital Fund for the design contract award.

BACKGROUND: Request for Proposal No. 225 was issued on May 22, 2015 for Architectural and Engineering Services for the Hal and Berni Hanson Regional Park. Eight (8) proposals were received on June 25, 2015 and evaluated by a Proposal Analysis Group (PAG) consisting of members from the Department of Transportation and Capital Infrastructure and Department of Parks, Recreation, and Community Services. After reviewing the eight (8) proposals, the PAG met in August 2015 to rank the proposals.

As a result of the PAG's evaluation of the proposals, the firms were ranked as follows:

Initial Ranking	
Kimley-Horn and Associates, Inc.	1 st
Lose & Associates, Inc.	2 nd
A Morton Thomas and Associates, Inc.	3 rd
Davis, Carter, Scott LTD	4 th
Hughes Group Architects	5 th
Langan Engineering & Environmental Services	6 th

CHA Consulting, Inc.	7 th
AECOM Technical Services, Inc.	8 th

Based on the evaluations of the proposals submitted, the PAG decided to shortlist and interview only the top three (3) ranked firms. The Notice of Shortlist was issued on August 27, 2015. The shortlisted firms were interviewed on September 25, 2015. At the conclusion of the evaluation process, it was determined that the firm of Lose & Associates, Inc. was the most qualified firm and negotiations began to enter into a contract for Architectural and Engineering Services for the Hal and Berni Hanson Regional Park. The Notice of Final Ranking was issued on November 20, 2015. The final ranking of the three (3) shortlisted firms was:

Final Ranking	
Lose & Associates, Inc.	1 st
Kimley-Horn and Associates, Inc.	2 nd
A Morton Thomas and Associates, Inc.	3 rd

A joint scoping meeting was held with Lose & Associates on December 18, 2015 to clarify the project scope of work and confirm Lose & Associates' design and construction administration responsibilities under the contract. Due to the large number of design elements associated with the proposed park, the need to preserve the historic Hanson House, and numerous Special Exception conditions, multiple discussions regarding scope clarification with Lose & Associates took place in January and February 2016 to work out all the details associated with the project and for Lose & Associates to develop a design fee. Negotiations were successfully completed on February 18, 2016.

As detailed above, the procurement process starts with the development and issuance of the RFP, and once responses are received by the County, they are reviewed by the PAG, a shortlist of qualified firms is compiled and interviews are scheduled. Once a final ranking is issued, scope clarification and price negotiations proceed until a contract award is brought forward to the FGOEDC. Delays were encountered at two key intervals in the procurement process. Initially between receipt of the proposal and the initial PAG meeting, other projects of significant impact also needed the attention and action of procurement and capital project management staff including:

- the Route 772 Transit Connector Bridge;
- the construction support services contract for the Route 7 and Route 659 project;
- the value engineering process for the Ashburn Sheriff Substation; and
- the bid review and contract award for the Dulles South Multi-Purpose Center.

The efforts to complete the proposal review process are handled in tandem by both project staff and Procurement staff and each staff component were addressing the deadline demands of the other projects. Also, for the time interval between the short list being developed and interviews being scheduled, there were delays associated with the PAG member review of the evaluation results and actual dates that qualified firms (including out of state firms) were available to participate in an interview process.

The Consultant’s scope of services will include developing detailed, fully coordinated architectural and engineering designs; construction drawings and specifications and providing construction administrative services. The Hal and Berni Hanson Regional Park facility will be located in Arcola, Virginia on the parcel that contains approximately 257 acres and is planned to consist of 17 athletic fields with lighting, over 75 acres of passive recreational space, a nature center building, a lodge building, a park office building, maintenance facilities, picnic shelters, renovation of a historical building (Hanson House), restrooms with concessions, handicapped accessible playground, and associated parking.

ISSUES: The Hal and Berni Hanson Regional Park includes passive uses in the park site, while providing the citizens of Loudoun County with active recreational and educational opportunities, supporting cultural goals of the community and preserving historical significance of the site.

This contract renewal requires action by the FGOEDC and Board as it exceeds the staff authority of \$500,000 in accordance with the Procurement Resolution.

FISCAL IMPACT: The current budget for the Hal and Berni Hanson Regional Park totals \$3,940,317. The remaining unspent, unencumbered balance in the project totals \$2,894,909. In order to award the design contract for the regional park, staff needs to amend the FY 2016 CIP and budget to appropriate at least \$2,024,699 in cash proffers to provide sufficient funding for the design of the project. Construction funding is planned in FY 2017 using cash proffers and general obligation bond financing in the CIP.

The Zoning Administrator issued a cash proffer determination, ZCOR-2010-0263, on December 21, 2010, authorizing the use of the following cash proffer account for the development of Hal and Berni Hanson Park:

ZMAP	DEVELOPMENT	SEQ #	AMOUNT
ZMAP-2003-0012	BRADDOCK CROSSING	99066770	2,946,511.11

Staff is recommending that \$2,025,000 of this remaining balance from the Braddock Crossing rezoning application be appropriated in the Public Facilities Fund and transferred to the Capital Fund to provide the additional funding required to award the design contract for the park

ALTERNATIVES:

1. Recommend to the Board of Supervisors that the Purchasing Agent be authorized to award a contract for Architectural and Engineering Services for the Hal and Berni Hanson Regional Park to Lose & Associates, Inc., in the total estimated amount of \$4,919,608. Staff also recommends that the FY 2016 CIP and budget be amended by appropriating \$2,025,000 from the Braddock Crossing rezoning application in the Public Facilities Fund and transfer that amount to the Capital Fund to provide sufficient appropriations to award the design contract.

OR

2. Do not recommend renewal of the contract and direct staff on how to proceed.

DRAFT MOTIONS:

1. I move that the Finance/Government Operations and Economic Development Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to award a contract for Architectural and Engineering Services for the Hal and Berni Hanson Regional Park to Lose & Associates, Inc., in the total estimated amount of \$4,919,608.

AND

I further move that the Finance/Government Operations and Economic Development Committee recommend to the Board of Supervisors that the FY 2016 CIP and budget be amended by appropriating \$2,025,000 from the Braddock Crossing rezoning application in the Public Facilities Fund and transfer that amount to the Capital Fund to provide sufficient appropriations to award this design contract.

OR

2. I move an alternate motion.

ATTACHMENT:

1. *Capital Improvement Program: Hal and Berni Hanson Regional Park*. FY 2016 Adopted Budget, Volume 2; page 10-37.



Hal and Berni Hanson Regional Park

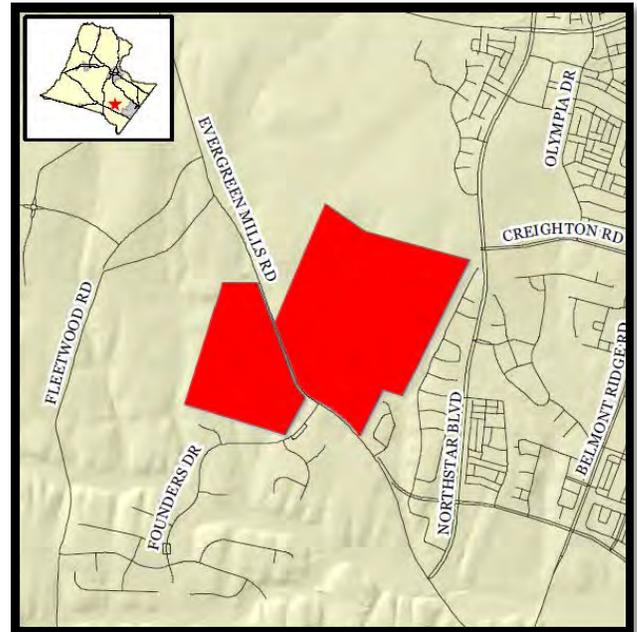
Project Description – C00089

This project funds the development of the Hal and Berni Hanson Regional Park located on Evergreen Mills Road in the Dulles Planning Subarea. The funding includes the construction of active and passive recreational amenities, to include up to seventeen athletic fields, recreational trails, park offices, a nature center, picnic pavilions, maintenance shops, and associated infrastructure such as parking and public restrooms.

The Loudoun County Board of Supervisors approved the acquisition of a 257.35 acre parcel from the Hanson Family Partnership for a Regional Park in the Fall of 2008. The acquisition was the culmination of negotiations with the Hanson family, Dominion Power and the National Park Service as a part of a United States Department of Interior program. The federal program permitted the County to sell a 5.03 acre park parcel to Dominion Power in exchange for a new park parcel of greater or equal value. The County used the funds from this sale of land to Dominion Power to purchase the Hanson Family parcel.

\$3,850,000 in cash proffers were allocated to the project in the FY 2010 and FY 2012 CIP to develop a master plan for the park, obtain Special Exception and Commission Permit approvals, and design the Regional Park.

The Loudoun County Board of Supervisors approved the Master Plan for the park on October 3, 2012. The Special Exception for the Park was approved on July 2, 2014. Construction of the park is scheduled to begin in FY 2017.



Funding Plan

The construction phase of the project is funded using cash proffers and general obligation bonds. The general obligation bonds will be scheduled for placement on the November 2016 referendum.

	Prior							6 Year	Future	Project
Capital (\$ in 1000s)	Alloc.	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total	FY's	Total
Professional Services	3,940	-	-	-	-	-	-	-	-	3,940
Construction	-	-	-	48,000	-	-	-	48,000	-	48,000
Furniture, Fixtures & Equip	-	-	-	4,100	-	-	-	4,100	-	4,100
Land Acquisition	5,000	-	-	-	-	-	-	-	-	5,000
Total Cost	8,940	-	-	52,100	-	-	-	52,100	-	61,040
Local Tax Funding	90	-	-	-	-	-	-	-	-	90
GO Bonds	-	-	-	35,505	-	-	-	35,505	-	35,505
Proffers (Cash)	3,850	-	-	16,595	-	-	-	16,595	-	20,445
Fund Balance	-	-	-	-	-	-	-	-	-	-
Proceeds from the Sale of Land	5,000	-	-	-	-	-	-	-	-	5,000
Total Financing	8,940	-	-	52,100	-	-	-	52,100	-	61,040

Operating Impact (\$ in 1000s)	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
FTE	-	-	-	-	13.00	-	13.00
Personnel	-	-	-	-	700	721	1,422
O&M	-	-	-	-	550	556	1,106
Debt Service	-	-	-	1,200	2,170	2,915	6,285
Total Impact	-	-	-	1,200	3,421	4,192	8,813