

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Works Committee
INITIATED BY

Lori Williams, Parks Director
DRAFTED BY

Public Works Committee
& Parks Advisory Committee
SUBMITTED BY



February 27, 2014
DATE DRAFTED

**AUTHORIZING CONTRACT FOR UPDATING
THE ROCK COUNTY PARK, OUTDOOR RECREATION
AND OPEN SPACE (POROS) PLAN**

- 1 **WHEREAS**, it is good management practice for the Rock County Parks Division to have a long-range
- 2 plan for its operation and assets; and,
- 3
- 4 **WHEREAS**, the current POROS Plan will expire at the end of 2014; and,
- 5
- 6 **WHEREAS**, the Wisconsin Department of Natural Resources requires an updated POROS Plan to be
- 7 eligible for grant applications and funding; and,
- 8
- 9 **WHEREAS**, the Parks Division of Public Works prepared the scope of services outline and the Rock
- 10 County Purchasing Division did solicit qualification statements from various consultants; and,
- 11
- 12 **WHEREAS**, the Parks Division Administrative Staff did review the submittals and is recommending a
- 13 contract with Design Perspectives in the amount of \$30,500; and,
- 14
- 15 **WHEREAS**, sufficient funds are included in the budget to contract with a consultant for this POROS
- 16 Plan update.
- 17
- 18 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
- 19 assembled this 27 day of March, 2014, that a contract be awarded to Design
- 20 Perspectives of Naperville, IL, based on the terms and conditions set forth in the contract in the amount
- 21 of \$30,500, and that payment be made to the vendor upon approval of the Public Works Committee.
- 22
- 23 **BE IT FURTHER RESOLVED** that the Rock County Board of Supervisors hereby authorizes the
- 24 Parks Director, Lori Williams, via the Public Works Committee and Parks Advisory Committee, to act
- 25 on behalf of Rock County to sign documents and take necessary action to undertake, direct and
- 26 complete the approved project.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Absent
Kurtis L. Yankee, Chair

Absent
Betty Jo Bussie, Vice Chair

Eva M. Arnold
Eva M. Arnold

Brent Fox
Brent Fox

Rick Richard
Rick Richard

Endorsed by:

PARKS ADVISORY COMMITTEE

Absent
Thomas Presny

Floyd Finney
Floyd Finney

Absent
Dean Paynter

14-3B-558

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RECREATION AND OPEN SPACE (POROS) PLAN

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FISCAL NOTE:

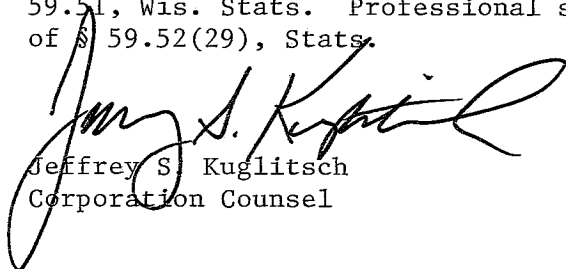
Sufficient funds are available in the Parks Capital account for the cost of this contract. This project is funded by ATC fees.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

**AUTHORIZING CONTRACT FOR UPDATING THE
ROCK COUNTY PARK, OUTDOOR RECREATION
AND OPEN SPACE (POROS) PLAN**

- EXECUTIVE SUMMARY -

The current Park, Outdoor Recreation and Open Space (POROS) Plan for 2009-2014 is up for renewal at the end of this year. The new POROS plan will cover the 2015-2020 timeframe. We need to have a valid plan in place in order to be eligible for any Department of Natural Resources grant funding.

We have completed the Request for Qualifications process to select a consultant for the project. We received three responses to our POROS Plan RFQ. Following evaluation of the RFQs, Design Perspectives from Naperville, Illinois, was selected. The selection team felt they were far and away the best choice to produce a cutting edge plan that we will be able to utilize as an active planning document to chart our path as a Parks Department over the next five years.

We have a proposed professional services contract. The scope of services includes: project startup & formulation, site inventory and recreation demand analysis, public and community visioning sessions, opinion surveys consisting of 1,900 mail surveys & 100 phone surveys, staff and committee visioning session, recreation program review, park planning analysis, capital improvement plan development, financial and operations budget development, and final plan development with implementation strategy.

The amount budgeted was \$35,000 in the 2014 Capital Improvements budget and the proposed fee is \$30,500.

The source of funds is the ATC Fund balance.

Respectfully submitted by,

A handwritten signature in black ink that reads "Lori Williams". The signature is written in a cursive, flowing style.

Lori Williams, Director
Rock County Parks