



## Item No. 5b Town of Atherton

### **PARK AND RECREATION COMMITTEE – REGULAR AGENDA**

**TO: PARKS AND RECREATION COMMITTEE**  
**FROM: STEVE TYLER – PARK SUPERINTENDENT**  
**DATE: SEPTEMBER 7, 2016**  
**SUBJECT: 2016-17 PARK CIRCULATION PLAN RFP**

#### **BACKGROUND**

On May 20, 2015, the Atherton City Council adopted a Master Plan for Holbrook Palmer Park.

During the 2015-16 fiscal year, a series of park enhancement projects took place funded by the Towns Capital Improvement Plan.

For the 2016-17 FY, The Town's next priority for the Master Plan is to fund the following:

- VC1: Remove barrier posts and abandoned asphalt drive to Main House. Provide a walk connection; modify planting and irrigation, level gate panel and stripe walkway at park entrance from street (Watkins Ave.). Est. \$27,000
- PC1: Construct/repair various path links (22,100 s.f.) in asphalt or decomposed granite. Est. \$203,750.

Interwest consulting was tasked with putting together the RFP for the P&R Committees review. With minor changes, the proposal went out to vendors on July 29, 2016.

On August 30, 2016, proposals were due to the Town. Only one Landscape Architect responded to the proposal. That architect was:

- Verde Design Inc. – Santa Cruz

Staff would like to ask for volunteers from the P&R Committee to perform a review of the proposal to ascertain if this vendor should be given the assignment of performing the Master Plan enhancements detailed above. Volunteers will be given a score sheet by which they can remark on the criteria contained in the RFP and decide if Verde should be given the contract co-ahead by the Committee for consideration to the Atherton City Council. If it decided Verde is not appropriate for the assignment, adjustments can be made to the RFP and the updated RFP can go out for proposal again in October.

Discussion and call for volunteers (2-3 maximum).