



# Town of Vienna

Charles A. Robinson Jr.  
Town Hall  
127 Center Street South  
Vienna VA, 22180

## Legislation Text

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**File #:** 18-967, **Version:** 1

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**Subject:**

Award contract with Urban Ltd. to prepare a preliminary engineering analysis for a possible Southside Park renovation.

**EXPLANATION AND SUMMARY :**

The Parks & Recreation Department requests to utilize Urban Ltd for a preliminary engineering analysis for a possible Southside Park renovation.

The purpose of the preliminary engineering analysis is to assist Vienna Little League in its consideration of funding a possible renovation to Southside Park. The potential scope of work consists of replacing the existing field on the northern portion of Southside Park with two synthetic diamond fields. These improvements will include some drainage improvements, waterline relocation, lighting, increased parking, storm water management, and water quality measures.

Vienna Little League will donate funds totaling \$49,450 to the Town for the engineering analysis. The Town will not be obligated to directly contribute any funds to complete the engineering analysis. The Town will provide necessary contract and site management to complete the engineering analysis. The Town will hold VLL project funds in a dedicated project account and draw down funds as needed to make contractor payments.

Attached is a proposal and scope of work from Urban, Ltd., for the engineering analysis, per terms and conditions of RFP 19-01, in the amount of \$49,450.

**Departmental Recommendation :** Recommend approval.

**Finance Recommendation :** Recommend approval.

**Purchasing Recommendation :** Recommend approval.

**Town Attorney Recommendation :** Subject to approval of the MOU between the Town and Vienna Little League, Town Council may approve the proposed expenditure of funds in its discretion.

**Town Manager's Recommendation :** I recommend the Town Council award a contract with Urban Ltd. in the amount of \$49,450 to prepare a preliminary engineering analysis for a possible renovation Southside Park, as presented.

Cost and Financing: \$49,450

Account Number: Project # 719SSPK003-DESIGN-ENGINEER  
Expense Account # 300-000-0000-39470-48801

Decision Needed by This date: September 17, 2018

**PROPOSED/SUGGESTED MOTION**

"I move to award a contract with Urban Ltd. in the amount of \$49,450 to prepare a preliminary engineering analysis for a possible renovation to Southside Park."

Or

Other action deemed necessary by Council.