

**CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION  
VENDOR: WALLACE ROBERTS & TODD, LLC**

**COUNCIL DATE: 3/1/2018**

**SUBJECT:** Authorize negotiation and execution of a contract with Wallace Roberts & Todd, LLC, to provide a parks and recreation long range plan, in an amount not to exceed \$400,000.

**MBE/WBE:** This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program and subcontractor goals were applied to the solicitation. The subcontracting goals were exceeded and the resulting contract will include 19.75% MBE/WBE combined participation.

**LEAD DEPARTMENT:** Purchasing Office

**CLIENT DEPARTMENT(S):** Parks and Recreation Department

**FISCAL NOTE:** Funding is available in the Fiscal Year 2017-2018 Capital Budget of the Parks and Recreation Department.

**PURCHASING:** The Purchasing Office issued a Request for Proposals (RFP) 8600 SLW0522 for these services. The solicitation issued on October 2, 2017 and it closed on November 14, 2017. Of the three offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a response list, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](#)

**PRIOR COUNCIL ACTION:**

**FOR MORE INFORMATION CONTACT:** Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or [AgendaOffice@austintexas.gov](mailto:AgendaOffice@austintexas.gov)

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person(s): Sandy Wirtanen, at 512-974-7711 or [sandy.wirtanen@austintexas.gov](mailto:sandy.wirtanen@austintexas.gov) or Claudia Rodriquez, at 512-974-2959 or [ClaudiaR.rodriquez@austintexas.gov](mailto:ClaudiaR.rodriquez@austintexas.gov).

**BOARD AND COMMISSION ACTION:**

January 8, 2018 - To be reviewed by the Land, Facilities, and Programs Committee.  
January 23, 2018 - To be reviewed by the Parks and Recreation Board.

**ADDITIONAL BACKUP INFORMATION (RCA BODY)**

An evaluation team with expertise in this area evaluated the offers and scored Wallace Roberts & Todd, LLC as the best to provide these services based on project work plan and project management structure, demonstrated evidence of public engagement requirements, demonstrated applicable prior experience and personnel qualifications, price, local business presence and Service Disabled Veteran Business Enterprise certification.

This request allows for the development of a contract with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that another qualified offeror may be selected, authorizing new contract negotiations.

PARC's *Long Range Plan for Land, Facilities and Programs* (LRP) is developed every 10 years and provides a blueprint to guide land acquisition, capital improvements and the development of programs and new amenities.

The future of Austin's park and recreation system is impacted by a multitude of forces, trends and shifts including unprecedented population growth, decreasing public sector funding, increased reliance on private and philanthropic funding, major shift to council district representation, and increased awareness of best practices in sustainable park development and management. The planning effort begins with inventory, evaluation of park and facilities along with an analysis of demographic data, trends and industry standards for parks. Public outreach plays a critical role in the process with in-depth engagement of park groups, conservancies, neighborhood associations, nonprofit organizations, and public partners.

