

AARC Workgroup meeting for the AAQoL

Tuesday 12/10/2019, 12:00pm-1:00pm

In attendance: Vince Cobalis, Sona Shah, Kirk Yoshida, Debasree DasGupta, David Crabb (PARC, Austin), Sarah Mckenna (Meals on Wheels, Austin), Schiller Liao (via phone)

1. Senior Transportation:

As the driver for the van has resigned, transportation will be handled by the same transportation the PARC uses for seniors. CAPCOG applications are being handed out. These have an optional donation of \$1.00 and will provide transport to senior lunches within a 6-mile radius. These can also be used for other needs by the seniors. The senior transportation program is under David Crabb and he will be coordinating those services for AAARC.

2. Possible changes to the Senior Meals Program:

Sona Shah shared a draft powerpoint presentation, which will be presented at the December 17 Commission meeting.

Issues the Center has been facing with the execution of this program:

Help from 5-6 additional people were needed although there was only one FTE assigned for This program.

Registration for the meals was cumbersome.

No time available for the Center to develop other collaborations.

Retaining the vendors who provided the food was an ongoing challenge.

The cost of meals, at \$10-\$11/person was quite steep.

There did not seem to be much diversity in the groups attending with mostly Chinese seniors.

Benefits of having Meals on Wheels handle this program:

Registration can be carried out on multiple days.

Not restricted by City jurisdiction.

Application for the program is simpler.

Check in and wait-listing is also simpler.

Meals are going to be Asian inspired, with a professional nutritionist supervising.

The cost of meals will be lower for the Center.

This will allow time for the Center to work on other Senior activities

i.e. hosting field trips, senior fairs and developing inter-generational activities

3. Performance reports: (please see attached)

4. AARC special projects:

The Exercise equipment for the Seniors has been installed.

The pedestrian bridge is also set to be started on with completion hopefully in six months.

5. AARC Master Plan:

Reviewed email from Fred Fuller sent that day which identified Riley Triggs as the Public Works Project Manager and Christina Bies as the PARD Project Manager (full text below). Schiller Liao joined by phone, representing NAAO. He expressed concern with the overall process and timing of specific steps. He expressed a preference for a “design/build” bid instead of separate bids for design engineering and construction. He also suggested a “Contract Manager at Risk” approach.

Fred Fuller email:

- Wednesday Dec. 4, 2019, Public Works provided the assignment to **Riley Triggs**, who will be the Public Works Project Manager.
- The PARD representative for the project will be **Christina Bies**.
- PARD will be setting a meeting with the Public Works Project Manager to introduce him to the project and begin the project initiation phase to include developing the project management plan, the project charter and reviewing the approved master plan to understand the history of the approved plan.
- Part of this initiation phase of the project will be to review the site through the lens of building, environmental and zoning codes. This will include the involvement of several allied City of Austin departments such as Watershed Protection (DSD) and the Development Services Division (DSD). This will involve extensive research, required so that the Parks Department and the City of Austin can provide a complete and concise scope of work to a potential design firm who will generate the design and permitting package for the project.
- As the management team works through this process, a schedule will be developed that will identify the on-boarding for the design consultant, permitting path and overall time frame of design and construction for the project.

5. AARC Pedestrian Bridge:

Information provided by Fred Fuller on December 10, 2019 via email:

[Pedestrian Bridge Update:](#)

- PARD has completed negotiating the proposal and contract amount with HVJ Associates but are tweaking the proposal to align with the Master Agreement at the request of the Capital Contracting Office (CCO). These corrections are anticipated to be complete by the end of this week (12/13/19).
- Once the Notice to Proceed (NTP) is issued, HVJ Associates begin the preliminary phase, which will commence in early January 2020 and be complete in Spring 2020. The preliminary phase will be very informative toward the project and delineate the bridge location.
- Once the preliminary engineering is completed, the design phase will begin. While the design phase is in progress, the surveyor will coordinate with PARD and the Rutherford Campus to define the required easement area for the pedestrian bridge between the Rutherford Campus and the Asian American Resource Center (AARC).
- PARD plans to explore pre-fabricated bridge designs in order to speed up the process of installation once design and bidding is complete.

Update from Lee Sherman on Watershed Protections Drainage Project:

- Watershed Protection Department (WPD) is now under contract with a firm to complete the preliminary engineering report.

- The survey is almost complete and they will begin preliminary design work in February 2020.
- PARD will coordinate the proposed bridge location with WPD's design in late February/early March.

The meeting was adjourned at 1:40 pm.