



## MEMO

**Date:** July 24, 2013  
**To:** Board of Finance; Bob Rusten, CAO  
**From:** Jesse Bridges, Director, Department of Parks & Recreation  
**Re:** Leddy Park Softball Field Renovation Contract

### I. BACKGROUND

This project, Phase 2 of a two-phase renovation project, approved within the FY13 & FY14 Penny for Parks project lists, will complete the renovation of the softball field at Leddy Park. Phase 1 was completed in the fall of 2013 with the installation of under drainage around the perimeter of the field.

### II. PROCESS

Dubois & King, Inc. Consulting Engineers completed design services and bid documents for this project in spring of 2013; the cost of services was \$11,818. The Department then issued an open and advertised Request for Bids for construction which closed on Monday, July 15<sup>th</sup> at 9:00 AM. Five bids were received and opened by staff at 9:00 AM:

Contractor	TOTAL PRICE
Munson	\$199,326
ASE	\$236,674
<b>RJ Piché</b>	<b>\$152,905</b>
ECI	\$224,975
Wright/Morrissey	\$207,857

The low bid was in the amount of **\$152,905** and provided by **R.J. Piché Excavating, Inc.**, of 119 Bixby Hill Road, Essex Junction, Vermont, 05452. References for Piché have been checked and, pending Board of Finance and City Council approval, we are ready to issue a Notice of Award.

### III. SCOPE

The construction scope of Phase 2 focuses primarily on renovating the field and will incorporate soil amendments, turf re-establishment, the relocation of home plate 30' northeast of the existing location, and removal and replacement of existing fencing.

Detail includes:

- Remove and relocate existing fence
- Install new fencing
- Realignment of field to NE within existing fenceline
- Grub existing turf
- Strip existing topsoil
- Remove existing infield material
- Complete phase 1 underdrain tie-in and modifications
- Add sand fill create crowned field surface
- Amend existing/add new topsoil to conform to athletic field specifications
- Finish grade
- Hydro seed
- Rebuild infield and finish w/ new conditioner
- Maintain until turf established

#### IV. COSTS

The anticipated project budget is as follows:

TASK	ESTIMATE
Construction services	\$152,905
Resident Engineering services	\$7,175
Contingency (10%)	\$17,022
<b>PROJECT TOTAL</b>	<b>\$177,102</b>

A resident engineer (RE) from Stantec will be retained for the duration of construction.

#### V. FUNDING STRATEGY

The approved FY14 Penny for Parks budget includes an allocation of \$98,000 towards the completion of this project. A balance of \$21,865 remained from Phase 1. **The Department seeks approval to secure an additional \$57,237 from the Penny for Park FY14 reserve fund to ensure the completion of this project.**

#### VI. SCHEDULE

Construction is anticipated to begin by mid-August and be completed in the fall.

#### **DEPARTMENT RECOMMENDATION**

*The Departments of Parks & Recreation recommends BOF approval of the project, funding strategy, and expenditures as outlined in this Memo.*

FY14 PFP Project List

Rev. 7/23/13

					FY14: JULY 2013 - JUNE 2014												
FY/NO	STAFF-SUPPORTED	ESTIMATE	EXPEND.	DIFFERENCE	STATUS	J	A	S	O	N	D	J	F	M	A	M	J
14/1	City-wide Standard Equipment Replacement (trash, picnic, bench)	\$8,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/2	City-wide Playground Equipment & Wood Fiber Replacement	\$8,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/3	Skatepark Maintenance (during WAN construction)	\$4,000	\$0	TBD	(4) DESIGN/CONSTRUCT.												
14/4	Waterfront Flood Damage Recovery	\$10,000	\$0	TBD	(3) PREDSGN/PRECONST.												
Staff-Supported Totals		\$30,000	\$0	\$0													

FY/NO	STAFF/CONTRACTOR-SUPPORTED	ESTIMATE	EXPEND.	DIFFERENCE	STATUS	J	A	S	O	N	D	J	F	M	A	M	J
14/5	Baird Garden Improvements	\$3,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/6	City-wide Athletic Field Maintenance	\$4,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/7	Rock Point Community Garden Improvements	\$4,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/8	Roosevelt Basketball Court Improvements (2 courts)	\$32,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/9	Schmanksa Basketball Court Improvements (1 court)	\$15,000	\$0	TBD	(3) PREDSGN/PRECONST.												
Staff/Contractor-Supported Totals		\$58,000	\$0	\$0													

FY/NO	STAFF/CONSULTANT/CONTRACTOR-SUPPORTED	ESTIMATE	EXPEND.	DIFFERENCE	STATUS	J	A	S	O	N	D	J	F	M	A	M	J
14/10	Bike Path Intersection Scoping Study Local Match (lev. \$28k)	\$4,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/11	Bike Path Rehabilitation Design & Engineering	\$45,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/12	Leddy Park Softball Field Renovation (Phase 2)	\$175,000	\$0	TBD	(4) DESIGN/CONSTRUCT.												
14/13	Waterfront Boating Infrastructure Grant Local Match (lev. \$100k)	\$33,000	\$0	TBD	(3) PREDSGN/PRECONST.												
14/14	Waterfront Wave Attenuation Engineering Services	\$3,000	\$0	TBD	(3) PREDSGN/PRECONST.												
Staff/Consultant/Contractor-Supported Totals		\$260,000	\$0	\$0													

FY/NO	FY13 PROJECT COMPLETION	ESTIMATE	EXPEND.	DIFFERENCE	STATUS	J	A	S	O	N	D	J	F	M	A	M	J
13/1	Burlington Parks System Master Plan	\$118,897	\$0	TBD	(4) DESIGN/CONSTRUCT.												
13/2	Calahan Athletic Field Renovation	\$103,681	\$0	TBD	(4) DESIGN/CONSTRUCT.												
13/3	City Hall Park Imagine Implementation	\$20,000	\$0	TBD	(3) PREDSGN/PRECONST.												
13/4	City Hall Park Turf Management	\$3,916	\$0	TBD	(4) DESIGN/CONSTRUCT.												
13/5	Dewey Park Walkway Improvement	\$10,000	\$0	TBD	(3) PREDSGN/PRECONST.												
13/6	Leddy Park Rain Garden Design	\$4,000	\$0	TBD	(4) DESIGN/CONSTRUCT.												
13/7	Miller Center Drinking Fountain Replacement	\$3,000	\$0	TBD	(2) FEASIBILITY												
13/8	Oakledge Entrance Drainage & Paving Improvements	\$30,000	\$0	TBD	(3) PREDSGN/PRECONST.												
FY13 Project Completion Totals		\$293,494	\$0	\$0													

FY/NO	EMERGENT PROJECTS/RESERVE	ESTIMATE	EXPEND.	DIFFERENCE	STATUS	J	A	S	O	N	D	J	F	M	A	M	J
14/-	Misc. Project Completion	NA	\$0	NA	TBD												
Emergent Project Totals		\$0	\$0	\$0													

FY/NO	ADDITIONAL PARKS P.M. & ADMIN. SUPPORT	ESTIMATE	EXPEND.		STATUS	J	A	S	O	N	D	J	F	M	A	M	J
14/-	Associate Parks Project Coordinator (thru 6/14)	\$55,000	\$0	TBD	-												
Limited Service Position Totals		\$55,000	\$0	\$0													

FY13 SPENDING SUMMARY		ESTIMATE	SCHEDULE KEY				
FY13 Carryover		\$419,751	No project work scheduled		Project work in progress		
FY14 Revenue		\$349,654	Project work scheduled		Project completed	X	
FY14 Opening Budget		\$769,405	STATUS KEY				
FY14 Project Expenditures		\$641,494	(1) FACILITY ASSESSMENT: Life expectancy, efficiency, growth				
FY14 Personnel Expenditures		\$55,000	(2) FEASIBILITY: Scope, estimate & schedule				
FY14 Opening Reserve Fund		\$72,911	(3) PRE-DESIGN/CONSTRUCTION: Permitting, design/engineering				
FY14 Total Expenditures		\$0	(4) DESIGN/CONSTRUCTION: Bid selection, build-out, management				
FY14 Carryover		TBD	(5) CLOSE-OUT: Punch list, integration, permit close-out				