



Capital Projects Department

MEMORANDUM

DATE: December 15, 2023

TO: GEORGEANNE A. WHITE, City Manager

FROM: RANDALL W. MORRISON, PE, Director
Capital Projects Department

AARON A. AGUIRRE, Director
Parks, After School, Recreation and Community Service Department

SUBJECT: UNIQUE QUALIFICATIONS OF PROVOST & PRITCHARD ENGINEERING GROUP INC., DBA PROVOST & PRITCHARD CONSULTING GROUP (CONSULTANT), TO PROVIDE PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE DESIGN OF THE MANCHESTER SKATE PARK PROJECT

Fresno Municipal Code Section 4-107(h) states the City of Fresno (City) shall follow an objective process in the selection of consultants “unless the City Manager determines in writing that emergency or exigent circumstances exist, or the consultant is uniquely qualified.” The City is recommending approval of Consultant Agreement with Provost & Pritchard Engineering Group Inc., dba Provost & Pritchard Consulting Group, to provide professional architectural and engineering services for the design of the Manchester Skate Park Project. The scope of the Manchester Skate Park Project includes, but is not limited to, construction of a new skate park approximately 4,000 – 8,000 square feet, skate park features, shade sail, park bench(es), waste receptacle(s), and lighting evaluation and recommendations, along with the necessary lighting improvement plans. The project scope shall also include accessibility evaluations and recommendations, and the necessary accessibility improvement plans. The proposed Consultant Agreement is for \$95,500 with a contingency amount not to exceed \$10,000.

The CONSULTANT is a professional engineering firm that is professionally and legally capable of performing the services under this contract. The scope of the proposed services under this contract generally include:

- Participation in community engagement meetings to define amenities and features to be included in the project;
- Preparation of construction documents, including calculations, drawings, technical specifications, and material specifications based on approved concept drawings by the CITY;

- Submit construction documents for review to City offices, obtain final approval on construction documents and acquire necessary permits;
- Professional support in preparation of bid proposal and bid item descriptions to be incorporated into CITY's Front End Specifications DIV I-VI;
- Professional support during the bidding and construction phase of the Project;

This memo documents the findings that Provost & Pritchard Consulting Group is uniquely qualified to perform these services.

Provost & Pritchard Engineering Group Inc., dba Provost & Pritchard Consulting Group is currently the CITY's consultant for the Manchester Splash Pad Project, currently in the design process. The scope of that project includes, but is not limited to, the removal of the existing wader pool and wader pool infrastructure, installation of a new splash pad, interactive features, multiple jets/sprays, UV sanitized recirculating water system, CMU enclosures of plumbing and infrastructure, shower, waste receptacle, shade structure, accessibility, and landscape improvements.

The CONSULTANT is intimately knowledgeable of the project location. In addition to their knowledge of the project site, they have technical data, topographic survey data, site control formation and existing utility information.

This advanced knowledge of the site and surrounding area makes the CONSULTANT uniquely qualified to perform the design work on the proposed project.

For all the reasons above, I find that Provost & Pritchard Consulting Group is uniquely qualified to perform the design work required.

Approved Denied



Georgeanne A. White, City Manager