



## SPLOST Project Initiation Package

1. **Date:** January 2, 2019

2. **Project Name and requesting Department:**

Architectural and Engineering Services for Parks and Recreation Facilities Only. The services will include a multi-discipline approach involving architectural and engineering services for parks and recreation facilities. Services for civil engineering, landscape architecture, architecture, mechanical engineering, surveying, irrigation, historic preservation, and other disciplines necessary to perform typical tasks.

Chuck Ellis, Parks & Recreation Director

*Chuck Ellis* 1-9-19

3. **Authorized Department Head:**

Ted Rhinehart, Deputy COO  
 Werhinehart@dekalbcountyga.gov

4. **Prepared SPLOST PM:  
 Approved:**

Ernest Slaughter, SPLOST Program Management Coordinator  
 Ted Rhinehart, Deputy COO

*Ted Rhinehart*

5. **Need and Purpose:**

The DeKalb County Recreation, Parks and Cultural Affairs request to solicit proposals from Architecture and Engineering firms with extensive experience in public park facilities. The Department intends to award a minimum of 3 contracts with a duration of 3 years. The value of the contracts are not to exceed \$3 million over a 3 year period.

6. **Requested Services and Work Scope:**

a. **Type of Work Being Requested Applicable to Architecture and Engineering Services.**  
 Services shall include, personnel and materials necessary to provide the goods or services that are in compliance with specifications as authorized by the County.

	a.	New Construction
	b.	Renovation/Restorations/Repairs/System Upgrades
X	c.	Engineering /Civil/Parks & Special Works
X	d.	Architectural/Building Renovation
	e.	Mechanical/Electrical/Plumbing
	f.	Planning Study
	g.	Procurement of Goods Only



X	h.	<b>Others (Engineering of Athletic Fields, Recreation Facilities, Playgrounds &amp; Recreation Areas, Pools &amp; Aquatic Facilities, Trails and Tennis Court Facilities)</b>
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**b. Brief Description of Proposed Project:** Attached plans (location map, cross sections, renderings, etc.), if available

The Primary Services include but are not necessary limited to the following items:

1. Comprehensive Design Services and Planning
2. Work Authorizations to Proceed with Various Architecture & Design Task
3. Landscape Architecture and Civil Engineering Services
4. Architecture and Mechanical, Electrical and Plumbing Services
5. Cost Estimating for Construction Scope of Work
6. Other Services Related to Park Designs and Engineering Scope of Work

**c. Pre-Construction Services When Required for Various Project Task:**

- Use of Current On-Call Firm for Services(Y/N) – who; N/A
- Right of Way or Land Acquisition Required: N/A
- Environmental and Permits Required: N/A
- Utility Design or Coordination: N/A

**7. Proposed Budget ( Including supporting details, Detailed Preliminary or Final Cost Estimates, and SPLOST category)**

Category	Estimated Cost	SPLOST Fund	Other Funds (GDOT, Federal, CIP, Grants)
New Procurement for A&E Services ( Award to Three Vendors)	\$3,000,000	SPLOST – 320-104789-80653-541100	
Right of Way/Land Acquisition (Including land Improvements, Relocation, Demolition, and Acquisition Fees)	N/A	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A	N/A
Environmental Mitigation	N/A	N/A	N/A
Construction	N/A	N/A	N/A
Procurement of Goods	N/A	N/A	N/A



Total Estimated Cost	\$3,000,000.00		
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Approval Capital and Grants: *D. Shuman* 2/27/18

8. Expected start and finish dates:

Category	Anticipated Start	Anticipated Completion
Design	2019	2024
Right of Way/Land Acquisition	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A
Environmental Mitigation	N/A	N/A
Construction	N/A	N/A

9. Program Manager Action:

a. Date PM received:

December 10, 2018

b. PM Recommendation:

Proceed with advertising project and take to BOC for award and funding approval

Ernest Slaughter, SPLOST Program Management Coordinator

*Ernest Slaughter*

10. SEC Action

a. SEC Action

Approve:

Disapprove:

Defer:

*[Signature]*  
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b. SEC Action Date:

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