



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-xxx) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, June 8, 2022 6:00 PM
East Shelter, English Landing Park

1. CALL TO ORDER

- A. Adam Zink, Chair
Neil Davidson
Linda Arnold
Laura Ozenberger
Robert Stuteville
Michelle Flamm
Steven Sturgess
Dana Laiben
Phil Wassmer (Liaison)

2. CONSENT AGENDA

- A. Approve the minutes for the April 13, 2022, regular meeting

3. NON-ACTION AGENDA

- A. Introduce Mayor Dean Katerndahl
- B. Veterans Memorial Update

4. ACTION AGENDA

- A. Approve a professional services agreement with SFS Architecture for the design of the Veterans Memorial (Public Works)

5. STAFF UPDATES ON ACTIVITIES

- A. Administration
 - 1. Parks Director Update
- B. Parks
- C. Nature Sanctuary
- D. Public Works

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-004)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, April 13, 2022 6:00 PM

City Hall Board Room

1. CALL TO ORDER

Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Neil Davidson
Adam Zink
Robert Stuteville
Steven Sturgess
Dana Laiben
Linda Arnold
Laura Ozenberger

Absent with prior notice were:

Shawnda Witterstaetter - Resigned
Michelle Flamm
Marc Sportsman (Liaison)

A quorum of the Board was present.

Alexa Barton, City Administrator, Jeffery Rhodes, Assistant to the City Administrator; Chris Ashley, Project Manager; Tom Barnard, Park Superintendent; Kristen Bontrager, Nature Sanctuary Director, and Bonnie Buckmaster, Public Works Assistant, were present on behalf of the City.

2. CONSENT AGENDA

A. Approve the minutes for the March 9, 2022, regular meeting

ACTION: Neil Davidson moved to approve the minutes for the March 9, 2022, regular meeting; Dana Laiben seconded.

RESULT: Motion Passed: 7-0.

3. NON-ACTION AGENDA

A. Farmers Market Structural Report

Chris Ashley, Public Works Project Manager, gave an update on the Farmers Market and introduced Scott Bingham of BBN Architects, Wayne Hess and Carl Weiss of Leigh & O'Kane Engineers. The group presented a structural report and cost estimates of various renovation options. These reports are included in the CLARB packet. After some discussion, CLARB preferred option number one.

Chris Ashley, Public Works Project Manager, presented an additional option which included a Lester Building for which the price was comparable to option number one. CLARB and the Farmer's Market Manager, Shelley Oberdiek, were more interested in this option of a new structure with options of weather-proof curtains for use year round. CLARB suggested taking this out to bid for competitive pricing.

4. ACTION AGENDA

A. Approve the Parks Director job description (Administration)

Alexa Barton, City Administrator, presented the Park Director's job description, included in the CLARB packet, for recommendation.

ACTION: Neil Davidson moved to recommend that the Board of Aldermen approve the job description for the Parks Director. Steven Sturgess seconded.

RESULT: Motion Passed: 7-0.

B. Approve Change Order No. 1 with SGI Construction for the Pocket Park Phase 2 Improvements (Public Works)

Chris Ashley, Public Works Project Manager, gave an update of the Pocket Park Phase 2 project. The Change Order presented reflected the cost increase from delays outside of the contractor's control. The materials cost had increased 13.5% and staff felt that this should be the reason for the Change Order. The Change Order also included the deduction of the statue removal in the amount of \$1,900. The statue removal will be addressed at a later date. The Finance Committee had approved the Change Order for SGI Construction and recommended that CLARB approve as well. The contractor anticipated an April 20th start date.

Chair Adam Zink would like to note that CLARB wanted to come up with a design but only wanted to improve the safety, and that CLARB did not support the other improvements to Pocket Park.

ACTION: Neil Davidson moved to recommend that the Board of Aldermen approve Change Order No. 1 with SGI for the Pocket Park Phase 2 Improvements in the amount of \$14,187. Linda Arnold seconded.

RESULT: Motion Passed: 7-0.

5. STAFF UPDATES ON ACTIVITIES

A. Parks

Update on Watkins Park - Tom Barnard, Park Superintendent, reported that there is some infrastructure work to do, and would be installing playground equipment soon. A Stormwater Grant was submitted and should hear back by June 1st.

Patty Gilmore, a Parkville resident, had questions about when the picnic tables, grills and benches would be installed.

Staff was notified that the Trim Grant from the Missouri Department of Conservation had been received, and is used for pruning and trimming the trees in the parks.

An Arbor Day event is planned at Watkins Park for April 22nd at noon. Staff will be sending out an invite.

1. Vikings Field Usage (Jeff)

Jeffery Rhodes, Assistant to the City Administrator, reported to CLARB that a girl's lacrosse team and a local football club are interested in using the "Vikings Field".

Rhodes would structure an agreement that would be similar to a previous agreement that was used. The agreement will come before CLARB at a future meeting for approval.

B. Nature Sanctuary

1. Parkville Nature Sanctuary Donation Program (PNS)

Kristen Bontrager, Nature Sanctuary Director, gave a brief presentation of the sponsorship donation program. The different levels are outlined in the handout in the CLARB packet. Kristen is working on getting the word out and is leaning on the city's boards to help facilitate the program.

C. Public Works

6. MISCELLANEOUS ITEMS FROM THE BOARD

A. Allocation of Park Revenue (Dana)

CLARB Member Dana Laiben, asked for information about where funds are allocated from events that are held in the parks, whether these funds are going to the Park's Fund or General Fund. Jeff Rhodes, Assistant to the City Administrator, provided an outline of the budget and costs associated with the funds and the park maintenance. This information was included in the CLARB packet. Chair Adam Zink stated that these funds should go back into the Park Fund.

7. ADJOURN

ACTION: Steven Sturgess moved to adjourn at 8:12 p.m.; Neil Davidson seconded.

RESULT: Motion Passed: 7-0.

The minutes for April 13, 2022, having been read and considered by the Community Land and Recreation Board, were approved on the 8th day of June, 2022.

Bonnie Buckmaster, Public Works Assistant

Approval date

**CITY OF PARKVILLE
Policy Report**

Date: June 6, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Jeffery Rhodes, Asst. to City Administrator

ISSUE:

Approve a professional services agreement with SFS Architecture for the design of the Veterans Memorial (Public Works)

BACKGROUND:

The 2016 Parks Master Plan includes a Veterans Memorial in the location of Ballfield 1, near the pitchers' mound. Since that time, the Veterans Committee was created. Organizations include the VFW, American Legion and Patriot Outreach. The committee includes representatives from the City. The Veterans Committee started the design process in November 2017. The final design includes representation from the six branches of the military service, along with informational kiosk.

In August 2018, the City released a Request for Qualifications for the design of the Veterans Memorial. The design services will include survey, geotechnical and structural engineering, landscape architecture, and general civil engineering design. There were eight proposals submitted from the engineering / architectural teams. A selection committee comprised of City staff and Veterans Committee members reviewed the proposals. The selection committee selected SFS Architecture based on their overwhelming memorial design experience. On October 16, 2018, the Board of Aldermen approved an agreement with SFS Architecture for the engineering design services for the Veterans Memorial in the amount of \$31,161.

In previous decisions with the Community Land and Recreation Board and Board of Aldermen, it was determined that the project milestones would be determined by the fundraising efforts. As the committee raises funds, the next phase of the project can be completed. The City would not

To date, the Veterans Committee has raised enough funding to cover the survey, geotechnical engineering and 3D model. With the renewed effort in fundraising, the next milestone is the preliminary engineering design, and eventually final engineering design.

Since the approval of the professional services agreement, the project has been further defined. Additional professional services have been added to the scope. Attachment 1 includes the revised scope and fee.

The revised scope and fee includes expanded services that were not included in the original contract. The original scope did not include bidding and construction phase services, the new scope includes that service at a cost of \$11,070. The original scope did not include landscape material design, it is included in the overall design cost in the revised scope. The original scope did not

include preliminary design of the parking area surrounding the Veterans Memorial site, that design is included in the revised scope at a cost of \$2,080.

BUDGET IMPACT:

The design fees associated with the professional services agreement will be paid for using the Veterans Memorial Donation Fund, of which will be funded by the Veterans Memorial fundraising efforts.

ALTERNATIVES:

1. Approve a professional services agreement with SFS Architecture with the revised scope and fee.
2. Do not approve the revised scope and fee.
3. Provide further direction to staff related to the Veterans Memorial design.
4. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the approval of a professional services agreement with SFS Architecture reflected the revised scope and fee to better fit the design of the Veterans Memorial.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to approve a professional services agreement with SiFS Architecture for the engineering design of the Veterans Memorial in English Landing Park in the amount of \$50,900, with the milestones listed in the agreement.

ATTACHMENTS:

1. Draft Agreement
2. Revised Scope and Fee

CITY ENGINEERING AND ARCHITECTURAL PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this ____ day of _____, 2022 by and between the CITY OF PARKVILLE, MISSOURI ("City") and **SFS ARCHITECTURE** ("Service Provider").

WHEREAS, the City requires Engineering Services for the Veterans Memorial ("Project"); and

WHEREAS, the Project is to be funded by donations from individuals, groups, and entities ("Raised Funds"); and

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the Project.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and all engineering and architectural services provided by the Service Provider in accordance with this Agreement.
- B. The City agrees to retain Service Provider and Service Provider agrees to perform and complete the Services described in the Exhibit A – Scope of Services and Fees, attached hereto and incorporated by reference.
- C. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services.
- D. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed in incremental amounts upon completion of specified tasks outlined in Exhibit A.
 - b. Service Provider is not eligible for reimbursement for miscellaneous expenses including travel, transportation, postage, etc. except as provided in Exhibit A.
- B. Service Provider shall submit an itemized invoice to the City on the first day of each month that details the Services that were provided in the month immediately prior, as well as any other charges or reimbursements to which the Service Provider is entitled by this Agreement. The City agrees to pay the balance of an approved invoice, or undisputed

portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.

- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement and written Notice to Proceed.
- B. Notice to Proceed shall be provided to Service Provider upon City's receipt of Raised Funds equal to one-hundred percent (100%) of Service Provider's fee.
- C. Services shall be completed within the timeframe(s) outlined in Exhibit A – Scope of Services and Fees.
- D. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- E. If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), by only to the extent arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement the insurance described on Exhibit B.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:
 - City of Parkville
 - Attn: Public Works Director
 - 8880 Clark Ave.
 - Parkville, MO 64152
 - aabel@parkvillemo.gov

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- C. Notices sent by the City shall be sent to:
SFS Architecture
Kerry K. Newman, AIA LEED AP
2100 Central, Suite 31
Kansas City, MO 64108
knewman@sfsarch.com
T. 816-474-1397
F. 816-421-8024

XI. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be until all Services are satisfactorily completed and accepted by the City.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination at the rates set forth on Exhibit A, or if the appropriate compensation of services performed through the date of termination is not set forth on Exhibit A, on a pro-rata basis determined by the percentage of completion of services as described on Exhibit A. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. RESOLUTION OF DISPUTES

- A. City and Service Provider agree that disputes relative to the services and the Project shall first be addressed by negotiations between the parties. Such negotiations shall take place within thirty (30) days of demand by the party seeking resolution of the dispute. If direct negotiations fail to resolve the dispute, the party initiating the claim that is the basis for the dispute shall be free to take such steps as it deems necessary to protect its interests; provided, however, that notwithstanding any such dispute Service Provider shall proceed with the services as per this Agreement as if no dispute existed.
- B. In order to preserve its rights to dispute a matter hereunder, the complaining party must submit a written notice to the other party setting forth the basis for its complaint within twenty (20) calendar days following receipt of the decision of the City Administrator as to such matter or other action on which the dispute is based.
- C. Arbitration of disputes.
- i. Claims, except those waived as provided for elsewhere in this Agreement, which have not been resolved by the procedures described above, shall be decided by arbitration which, unless the parties mutually agree otherwise, in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect at the time of the arbitration. The demand for arbitration shall be filed in writing with the other party to the Agreement and with the American Arbitration Association.
 - ii. A demand for arbitration may be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when

institution of legal or equitable proceedings based on such Claim would be barred by the applicable statute of limitations.

- iii. An arbitration pursuant to this Section may be joined with an arbitration involving common issues of law or fact between the City or Service Provider and any person or entity with whom the City or Service Provider has a contractual obligation to arbitrate disputes which does not prohibit consolidation or joinder. No other arbitration arising out of or relating to the Agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to the Agreement or not a party to an agreement with the City, except by written consent containing a specific reference to the Agreement signed by the City and Service Provider and any other person or entities sought to be joined. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent or with a person or entity not named or described therein. The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by the parties to the Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.
- iv. Claims and Timely Assertion of Claims. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.
- v. Judgment on Final Award. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

XIII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
 - i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race,

creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

- ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Service Provider, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Authorized Employees. Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees can lawfully to work in the United States.
- G. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.
- H. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- J. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

SFS ARCHITECTURE

Authorized Representative

EXHIBIT A

SCOPE OF WORK AND FEES

EXHIBIT B

INSURANCE REQUIREMENTS

1. The Service Provider shall secure and maintain through the duration of this Agreement insurance (on an occurrence basis unless stated below) of such types and in such amounts stated below, but in no case less than as may be necessary to protect the Service Provider and the City and agents of the City against all hazards or risks of loss as hereinafter specified. The City will only accept coverage from an insurance carrier who offers proof that it:
 - a. Is authorized to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A-VIII or better and at least a Class X financial rating.
 - c. Is a company mutually agreed upon by the City and the Service Provider.
2. The form of such insurance, together with the underwriter thereof in each case, shall be approved by the City, but regardless of such approval it shall be the responsibility of the Service Provider to maintain adequate insurance coverage at all times. City reserves the right to review certified copies of any and all insurance policies to which this Agreement is applicable. Failure of the Service Provider to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.
3. The cost of defense of claims shall not erode the limits of coverage furnished. (This does not apply to Professional Liability, see Article 13).
4. If Service Provider should retain consultants to perform any of its services, Service Provider shall see to it that such third party maintains such insurance and shall furnish evidence thereof to City.
5. The insurance policies shall require that City shall be given at least thirty (30) days written notice from the insurer(s) before cancellation (except for non-payment of premium, for which at least ten (10) days advance notice shall be given to City) of such insurance and shall contain an endorsement stating the insurers agreement to provide such notice, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms, such as Acord forms. A copy of the Notice of Cancellation Endorsement must be furnished to the City prior to commencement of Work. The Contractor shall notify the City of any reduction in limits of protection under any policy listed in the Certificate in excess of \$10,000.00 at least ten (10) days prior to such change, whether or not such impairment came about as a result of the Contract. If the City determines the Contractor's aggregate limits of protection has been impaired or reduced to such an extent that the City shall determine such limits inadequate for the balance of the project, the Contractor shall, at renewal reinstate the original limits of liability required hereunder and shall furnish evidence thereof to the City. Cancellation, non-renewal or material modification of coverage of any such insurance shall be the basis for the City's exercising its right to terminate the Contract.
6. Satisfactory certificates of insurance, written on a standard AIA Document G705 or ACORD form 25-S, Accord Form 27, as applicable, shall be filed with the City prior to commencement of work. The Certificate shall specify the date when such insurance expires. A renewal certificate shall be furnished to City prior to the expiration date of any coverage. Service Provider shall keep all insurance in force throughout performance of the Services and for three (3) years after the Project Completion Date, so long a policy is reasonably available

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7. Severability of Interest. All insurance carried shall be endorsed to provide that, inasmuch as this policy is written to cover more than one insured, all terms, conditions, insuring agreements and endorsements, with the exception of limits of liability, shall operate in the same manner as if there were a separate policy covering each insured.
 8. Service Provider shall include the Indemnitees as identified in the Agreement as additional insureds on the Commercial General Liability Insurance and the Commercial Automobile Liability Insurance policies described in Section 9. Indemnitees shall be included as additional insureds under Service Provider's furnished insurance (except Workers' Compensation Insurance and Professional Liability Insurance), for ongoing and completed operations. General Liability shall provide the additional insured status by using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form per Article 5). Said insurance shall be written on an OCCURRENCE basis, and shall be PRIMARY and NON-CONTRIBUTING and shall not be deemed to limit Service Provider's liability under this Agreement.
 9. Service Provider agrees to procure and carry, at its sole cost, until completion of this Agreement all insurance, with identical limits of liability and scope of coverages, as set forth below:
 - 10.1 Commercial Automobile Liability Insurance. Service Provider shall maintain commercial automobile insurance, including contractual liabilities insuring the Indemnities set forth in the Agreement, subject to standard ISO CA0001 coverage terms and conditions, covering all owned, non-owned and hired automobiles used in connection with the services or other work hereunder and shall have minimum bodily injury and property damage limits of One Million Dollars \$1,000,000.00 combined single limit each accident. An MCS-90 endorsement shall be procured when applicable.
 - 10.2 Workers' Compensation and Employer's Liability Insurance. Service Provider shall maintain Worker's Compensation Insurance to cover the statutory limits of the Workers' Compensation laws of the state in which any work is to be performed and when applicable to Federal Laws, Voluntary Compensation and Employer's Liability (including occupational disease) coverage with limits not less than One Million Dollars \$1,000,000.00 per occurrence. The Service Provider shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of a worker's compensation law. This policy shall include "all states" coverage.
 - 10.3 Commercial General Liability Insurance. Service Provider shall obtain and maintain Commercial General Liability Insurance, on an occurrence form for the hazards of (i) construction operation, (ii) subcontractors (iii) independent contractors, (iv) products and completed operations (with completed operations to remain in force for as long as Service Provider or those included as Additional Insureds bear exposure under all applicable statutes of limitation following project completion), (v) explosion, collapse and underground, (vi) pollution liability, and (vii) contractual liability insuring the indemnities set forth in the Agreement subject to standard ISO CG0001 coverage terms and conditions. Each Project shall have minimum limits of Two Million Dollars \$2,000,000.00

per occurrence and Two Million Dollars \$2,000,000.00 products/completed operations aggregate coverage.

- 10.4 Excess Liability. Service Provider shall maintain Excess Liability coverage on an umbrella form with minimum limits of One Million Dollars \$1,000,000.00 per occurrence and Two Million Dollars \$2,000,000.00 aggregate.
11. Waiver of Subrogation. All insurance policies supplied shall include a waiver of any right of subrogation of the insurers thereunder against City and all its assigns, affiliates, employees, insurers and underwriters.
12. No Limitation of Liability. The required coverages referred to and set forth herein shall in no way affect, nor are they intended as a limitation on, Service Provider's liability with respect to its performance of this Agreement.
13. Professional Liability coverage. The Service Provider shall procure and maintain Professional Liability Insurance in an aggregate amount of not less than Two Million Dollars (\$2,000,000.00), with a deductible of not more than One Hundred Thousand Dollars (\$100,000.00). Such insurance shall be issued by companies reasonably acceptable to City, and shall not be canceled, without thirty (30) days' prior written notice to the City, except for non-payment of premium, (for which at least ten (10) days advance notice shall be given to City. If any professional liability is canceled or not renewed, any substitute policy shall have a commencement date retroactive to the date upon which the Service Provider commences performance of the Services under this Agreement.
14. Service Provider shall not be permitted to commence any work on site until satisfactory copies of the Certificates evidencing insurance; Notice of Cancellation Endorsement; and Additional Insured Endorsement, have all been received and approved by City. Delay in commencement due to failure to provide such documentation shall constitute an unexcused delay.

May 1, 2022



Alysen Abel, P.E.
Public Works Director
City of Parkville, Missouri
8880 Clark Avenue
Parkville, Missouri 64152

RE: Veterans Memorial
Parkville, Missouri

Dear Ms. Abel,

On behalf of the SFS Architecture team, following you will find our revised fee proposal and scope of work for the above referenced project. The scope and fee have been adjusted since the previous proposal was provided in September of 2018. We appreciate the opportunity to work with the City of Parkville and stakeholders on this important project. If you have questions or comments regarding this information, please do not hesitate to call.

Sincerely,

Kerry K. Newman, AIA, LEED AP
Principal

Scope of Basic Services

The following Scope of Services is based on our understanding of the City's Request for Qualifications and Amendments as well as discussions with city staff. In addition to the project being led by SFS Architecture, our Basic Services include the disciplines of Site Civil Engineering, Landscape Architecture, Lighting/Electrical Power Design, Structural Engineering provided by Olsson Associates. Estimating and constructability review is provided by Phillco Construction. Team involvement is limited to the current design provided by the City for following elements:

- Monument plaza and associated footings.
- Walkway to monument plaza.
- Lighting for memorial and flagpoles.
- Conduit rough-in for power and controls of potential digital kiosks (kiosk design and cabling by others).
- Flagpoles.

Our scope is organized through the following steps:

Kick Off Meeting

Meeting with City Staff and Veterans Memorial stakeholders:

- Confirm project scope, schedule and workplan.
- Discuss team understanding of extent of site improvements and memorial design requirements.
- Discuss construction contract and bidding requirements.
- Confirm permitting and approvals process.

Preliminary Design

- Gather utility and permitting agency requirements.
- Prepare one rendering of memorial plaza.
- Prepare preliminary design documents.
- Prepare table of contents for technical specifications.
- Prepare construction cost opinion and perform constructability review
- Prepare landscape plan. Extent of landscaping is anticipated to be immediately adjacent to the memorial plaza.
- Prepare analysis of potential parking locations adjacent to the site for potential future parking improvements. This services is itemized as a separate fee. Final design or engineering documents for parking improvements is not included in this scope or fee.

Review Meeting

Meeting with City Staff and Veterans Memorial stakeholders

- Review preliminary design documents.
- Review construction cost opinion.

Final Design Documents

- Prepare Final Design documents including:
 - Site plan
 - Grading plan
 - Site lighting plan
 - Paving plan and details
 - Utilities plan
 - Foundation and footings plan and details
 - Landscape material plan
- Prepare final technical specifications.
- Prepare construction cost opinion and constructability review.

Bidding Phase

- Attend pre-bid conference.
- Answer bidder's questions.
- Issue addenda documents as required.
- Attend bid opening.
- Assist the City in evaluating bids.

Construction Phase

- Attend pre-construction kick off meeting.
- Review construction phase submittals.
- Assist City in evaluating contractor's pay applications.
- Review and respond to contractor's RFI's.
- Attend Owner-Contractor-Architect (OAC) meetings. We anticipate approximately 4 meetings.
- Review progress of construction and prepare site observation reports. We anticipate approximately 6 visits.
- Prepare punch list.
- Attend final acceptance site visit.

Basic Services Fees:

Basic Services Fees excluding expenses are proposed at the following lump sum amounts:

Design Phase	\$37,650.00
Parking Analysis	\$2,080.00
Bidding and Construction Phase	\$11,170.00

Basic Services Exclusions:

The following items are excluded from our Basic Services Fee noted above:

1. Documentation of elements beyond those noted above
2. Presentation renderings beyond that noted above;
3. Fountain design;
4. Irrigation design;
5. Audio-visual equipment design and procurement;
6. Traffic studies, roadway design, offsite and public improvements;
7. Parking improvements design;
8. Division 0 – Bidding and Contracting Requirements and Division 1 – General Requirements;
9. Hazardous materials abatement design;
10. Environmental studies;
11. State of Missouri Permit and SWPPP;
12. Preliminary and Final Development plans;
13. Stormwater studies and design;
14. Survey;
15. Geotechnical Investigation.

Reimbursable Expenses:

Reimbursable expenses are in addition to the Basic Services fees noted above and include travel associated with the project, reproduction for use by design team, postage and deliveries. It is anticipated that reimbursable expenses will be less than \$1,500. Reimbursable expenses are proposed at 1.1 times actual cost to the Architect.

Additional Services:

Should additional services beyond those noted in the Basic Services Scope of Work be desired, these services will be provided at the attached standard hourly rates and/or mutually agreeable sum.

Limitation of Liability

In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees to the fullest extent permitted by law, to limit the liability of the Consultant and Consultants officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant and Consultants officers, directors, partners employees, shareholders, owners and subconsultants shall not exceed the Consultant's total fee for services rendered on this Project. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.



CITY OF PARKVILLE Memorandum

Date: May 2, 2022

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Tom Barnard, Parks Superintendent

RE: April 2022 Parks Activity Report

The following Parks-related activities took place during April 2022:

- Playground Improvements: Mom/Baby Assist swing was installed in the English Landing Park playground. The slide in the big kid area was dismantled for transfer, footers were removed.
- Invasive Landscape Maintenance: Invasive landscape was removed near the Farmers Market/Creek Bank area. Sullivan Nature Sanctuary had a controlled-burn to clear scrub brush.
- Fountain Maintenance: The Spirit Fountain was cleaned. The pump was removed from winter storage and installed by FTC. The pump timer clock was disconnected at Train Depot. The fountain is operational. Staff is monitoring a possible leak in the fountain.
- Watkins Park Improvements: Dirt was spread and grading completed at the future location of the playground in Watkins Park. The playground plan was laid out for Watkins Park. The holes were augered, the installation was initiated.
- 1st & Hwy 9 Triangle Maintenance: A new access pit to backflow was installed at the Triangle. New wiring was installed under East Street. The irrigation control box power cord was replaced. Clock in Triangle power source was repaired.
- Landscape Improvements: Dirt prepped for plans at the sculpture near Ballfield 1. Dirt prepped and flowers planted at the Parkville Entry Monument Sign. Mulch added to both locations.
- Dog Park Maintenance: Gravel was added to the small dog park entrance gate. Weight limit signs were installed in both the large and small dog parks.
- Tree Limb Removal: Staff removed a tree limb down in the soccer field area. There was a tree limb down at McKeon Stage, it was removed before Brewfest. A tree fell in Sullivan Nature Sanctuary. Three dead trees are scheduled for removal at the South Twin entrance to Sullivan.
- Ballfield Maintenance: The ballfields are drug bi-weekly as weather permits. The base pegs were located, cleaned and identified.
- Trail Maintenance: Trails are maintained throughout the year as necessary.
- Park Maintenance: Staff continues to mow and control weeds in the riverfront park.

- Mowing: In addition to mowing the riverfront park, staff mowed the right-of-way along Hwy 45. Staff also mowed the small parks, PAC, Route 9 entry sign and one-way split on Main Street.
- Restroom Maintenance: Restrooms are power washed, deep cleaned and stocked daily.
- Event Preparation:
 - Brewfest was held in April. Parks staff set up barricades, cones and signage for the event.
 - Electrical power was checked at the stages and pedestals for the event.
 - Picnic tables were relocated for the Brewfest event.
- Farmers Market: The Farmers Market building was hit by a box truck. The area was secured by barricades and signs. Structural engineer was on-site to assess the damage and provide recommendations. Boom lift obtained for debris removal. Farmers Market relocation includes the building area, minus the 2 end stalls. Farmers Market sink cleaned, filled and placed on-site.



CITY OF PARKVILLE Memorandum

Date: June 1, 2022

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Tom Barnard, Parks Superintendent

RE: May 2022 Parks Activity Report

The following Parks-related activities took place during May 2022:

- Farmers Market: The debris from the Farmers Market was removed following the accident with the box truck. Vacated pillars were painted yellow. Sink cleaned and filled.
- Sullivan Nature Sanctuary: Tree in Sullivan Nature Sanctuary fell, leaning close to power lines. There are three dead trees at the entrance that were assessed and removed.
- Dog Park Shade Structure: The shade structure curtains were secured. They are constantly left down and then damaged by winds.
- Busch Drive Improvements: Good Earth installed the rock, pump and water feature in the Busch Drive feature. Excess gravel was removed from Busch Drive. The Streets Division performed asphalt repair around the base of the island feature. Bike rack removed.
- Watkins Park Improvements: Holes augured for the swingset placement in Watkins Park. Swingset poles were placed in footers and cured. Final grading performed. Playground borders delivered and placed. Swingset components installed. Mulch spread. Boxwoods planted. Seeding and erosion control blankets placed. Grill delivered, holes augured and pole set. Sand trucked in for swing set area.
- Farmers Market Landscaping: Flowers planted at Farmers Market steps and containers.
- Soccer Goal: Soccer field area is mowed regularly. Soccer goal was hit by wind and damaged.
- Ballfield Maintenance: The ballfields are mowed bi-weekly as weather permits.
- Trail Maintenance: Trails are maintained throughout the year as necessary.
- Park Maintenance: Staff continues to mow and control weeds in the riverfront park.
- Mowing: In addition to mowing the riverfront park, staff mowed the right-of-way along Hwy 45. Staff also mowed the small parks, PAC, Route 9 entry sign and one-way split on Main Street.
- Tree Maintenance: A large maple tree fell at the east end of English Landing Park trail. The tree was removed by staff.

- Restroom Maintenance: New soap dispensers installed in the English Landing Restroom. Restrooms are power washed, deep cleaned and stocked daily.
- Spirit Fountain: The Spirit Fountain is leaking. The fountain was drained for cleaning and trouble shooting for possible cause.
- Event Preparation:
 - The Household Hazardous Waste regional cleanup event was held in Platte Landing Park. Parks and Streets laborers assisted.
 - The Memorial Day Carnival took place in the public parking lot.
 - Parking lot barricades, cones and signs set out for the Carnival
 - Trash cans, barricades, cones and signs removed after the Carnival.
- Farmers Market: The Farmers Market building was hit by a box truck. The area was secured by barricades and signs. Structural engineer was on-site to assess the damage and provide recommendations. Farmers Market relocation includes the building area, minus the 2 end stalls. Farmers Market sink cleaned, filled and placed on-site. Please see PW report for more details.



April 2022 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming – Met with Josh McLaughlin and two members of the KC Bearfighters on April 24th to discuss logistics of Ghost Stories sound set-up.

FOPNS- The next board meeting will be held on May 9th at 8:00 AM at PNS.

Partnerships- Presented with Public Works Director, Alysén Abel at Lakeview Middle School to promote STEAM and talk about our experience as women in our line of work. We received great feedback from several of the teachers.

Heartland Conservation Alliance attended Stream Team Water Quality Monitoring on April 16th.

On April 21st I lead a group of Park University Students on a guided hike through the Nature Sanctuary. Topics we discussed included identification of the trees and a brief history of PNS when it was farmland. Attached are several photos that a journalist student captured. Several students will be volunteering for Ghost Stories!

Mantooth Creative founders, Katie and Ashley Mantooth worked with me on creating the Nature Camp Schedule (see attached).

Led a homeschool hike on April 29th and taught the kids about ecosystems and a brief history of the root cellar.

Trail Maintenance – Wayne and I have been focused on clearing areas of invasive species such as Honeysuckle and Garlic Mustard.

Volunteers- four regular volunteers have been working with Wayne on removing invasive species on a weekly basis.

Cub Scout Troop 261 joined me on April 16th to remove Garlic Mustard from the trails.

Stream Team met on April 16th and did water quality monitoring for three hours.

I met with several volunteers and educated them on native plant gardening. Afterwards we cut back and weeded the entire pollinator memorial garden on April 22nd.

I attended the Arbor Day tree planting at English Landing Park on April 22nd.

Current Volunteer Hours:

Month	Hours this month	Total hours
January	17	17
February	21	38
March	40	78
April	136	214

Parkhill School District Professional Studies – Raquel Tenbrink will be presenting to the Board of Aldermen on May 3rd about her Capstone project.

Eagle Scout – Gary Super completed his Eagle Scout project on April 10th. Gary and his volunteers dug up all the mature trees that were being kept in a nursery at PNS and planted all 60 of them throughout PNS! Gary will present to the Board of Aldermen June 21st.

Professional Development: Certified Professional Management course met on April 26th and 28th. April's courses focused on Communication, Knowledge management, and Succession Planning.



PUBLIC WORKS DEPARTMENT
PROJECT UPDATE
APRIL 2022

1. PLP Wetlands – The City worked with the US Army Corps of Engineers on the construction of the Section 1135 Wetland Project in Platte Landing Park. The project included the construction wetland areas and restoration of a riparian corridor. BKM Construction, along with their subcontractors Linaweaver and Natural States Landscaping, contracted with the Corps to construct this project. City staff served as a local project sponsor for this project. Because of the project cost savings, the Corps increased the vegetated areas throughout the project. The contractor mobilized at the end of February 2020 and started construction. In October 2020, the Corps of Engineers accepted the project with deficiencies. Staff continues to meet with wetland experts with the Corps of Engineers to review the current condition of the wetlands. One of the areas that required immediate attention was the matting in the basins. The matting was removed from the wetland areas. Staff will meet with the Corps of Engineers to determine the next steps. Staff will plan a presentation to provide an update on the remaining items, once a plan is developed.

STATUS – IN PROGRESS.

2. Pocket Park Improvements – In December 2020, the Board of Aldermen approved the Pocket Park Master Plan. There are two separate projects: Phase 1 - bollard/bump-out safety improvements in front of Pocket Park; and Phase 2 - reconstruction of the south stairs and relocation of the Grigsby statue. The Board of Aldermen approved the contract for the bump-out design, along with a change order to install decorative planters in conjunction with a steel bollard inner core. A pre-construction meeting was held in June with the contractor. The Board of Aldermen approved the contract for the improvements to the stairs and relocation of statue. It was decided that Phase 2 work would begin first, with an anticipated start in early May 2022. Based on concerns raised by the contractor, staff has hired Kaw Valley Engineering to review the soil stability associated with the proposed location of the statue. The report is forthcoming. Due to scheduling concerns, Staff has decided to remove the Grigsby statue relocation and associated retaining wall work from the Phase 2 contractor's scope of work. This will be bid out as a separate project to be completed before the Phase 1 curb work begins. Staff will continue to coordinate with the Phase 1 and Phase 2 contractors, as well as property owners and MSPA representatives, throughout both phases of construction. Renaissance Infrastructure Solutions has finalized design work on the retaining wall associated with the statue relocation. It is anticipated that the documents will go out for bid by May 17, 2022.

STATUS – IN PROGRESS.

3. Riverfront Park Entry Signage – The 2020 budget includes funding for the design of entry signage for the two riverfront parks. Vireo was hired to design concepts for approval. The long-range budget includes funding for the installation of these signs. A small committee consisting of representatives from the Board of Aldermen, CLARB and staff met to discuss the vision for the signage. The concepts were presented to CLARB and the Board of Aldermen. The Board of Aldermen approved a professional

services agreement with Vireo to develop the preliminary and final drawings and specifications for the new signs. The preliminary design layouts were presented to CLARB and Board of Aldermen in February. The designs, as presented, were approved by both Boards with the addition of the word “Park” to the primary and secondary monument signs. The design team has begun preparing the construction documents, with a preliminary bid date of late Summer/early Fall of 2022. It is anticipated that the primary and secondary monument signs will be constructed and installed by late Fall of 2022, while the remainder of the signage (kiosks and wayfinding) constructed and installed by the Spring of 2023. Staff has worked with Missouri One Call to locate utilities along the south side of McAfee Street and has forwarded that information on to the consultant to help them pin-point the locations of the primary and secondary monuments. The 95% complete construction documents will be submitted the Staff on Thursday, May 12, 2022.

STATUS – IN PROGRESS.

4. Busch Drive Roundabout Improvements – Funding was included in the City’s Capital Improvement Program to improve the traffic circle at the end of Busch Drive in English Landing Park. The improvements include a new retaining wall, landscape, hardscape and a fountain feature. The retaining wall was formed and installed. The masonry is currently being applied to the retaining wall and should be completed by mid-February. The electrical and water lines have been installed. Embassy Landscape is contracted to install the landscape and hardscape features. Good Earth Water Gardens is contracted to install the water feature. There are elements that may be completed by City staff. All of the contracts for the separate disciplines of work have been approved. The work started at the end of 2021. The utility conduit, earth-fill, masonry work and concrete curb have all been completed. The installation of the water feature began on Monday, May 9, 2022. This work will be followed immediately by the installation of the landscaping work. It is anticipated that project completion will be in late Spring. Final asphalt patching of the circle drive will be done as a last step.

STATUS – IN PROGRESS.

5. Watkins Park Improvements – In November 2020, the Board of Aldermen approved the Watkins Park Master Plan. The Board of Aldermen approved the revised Watkins Park Master Plan in March 2021. The City received an Outreach Grant from Platte County to assist with the improvements. The majority of the work has been completed, including the construction of the shelter building and parking lot, as well as the installation of wooden fencing the park entrance. There is a balance of approximately 64 feet of fencing that the contractor was not able to install due to the location of existing utilities. This additional fencing will be installed at the entrance to the Sullivan Nature Sanctuary. Earth fill has been brought in and graded for the playground area. Playground equipment is currently being installed. Grass seeding work to follow completion of equipment installation.

STATUS – IN PROGRESS.

6. PLP Improvements – Parkville received a Park Partnership Grant in the amount of \$1 million from Platte County in June 2021. The Board of Aldermen approved a professional services agreement with McClure Engineering for the design and public engagement portions of the project. The traffic data for the existing conditions was collected by GBA for the street network in the park. There was an initial round of public meetings in Fall 2021. Based on the information gathered, the City released a public engagement survey in late 2021. The survey results, along with the traffic data, will be presented to CLARB and Board of Aldermen during a work session in February 2022. There will be a

separate public meeting to review the same information following the work session. At the March 1st Board of Aldermen meeting, the Board directed Staff to hold-off on any further work until a Parks Director has been hired.

STATUS – ON HOLD.

7. Park Outreach Grant Application – During the January 2022 meeting, CLARB directed staff to prepare and submit an Outreach Grant application to Platte County for additional lighting along the riverfront trail in English Landing Park. The application was submitted in January. On Tuesday, February 22, Staff presented our application to the Outreach Grant Committee via ZOOM. The presentation was well received by the Committee. Staff was notified on March 30, 2022 that we were awarded the grant. The agreement was signed and submitted by Staff on April 6, 2022. It is anticipated that this work will begin in late Summer/early Fall of 2022.

STATUS – IN PROGRESS.

8. Farmers Market – There have been concerns about the existing Farmers Market structure. Staff has hired BBN Architects and Leigh & O’Kane to evaluate the existing structural stability of the Farmers Market building. The consultant will provide alternative repair/replacement options along with corresponding cost estimates. In addition, Staff has received quotes for both an enclosed and an open concept building from Lester Buildings. These were presented at the April 13, 2022 CLARB meeting. Staff was given direction at that meeting to pursue getting additional quotes from other prefabricated building manufacturers, using the Lester Building proposal as a basis of design. Staff is currently putting those bid documents together. It is anticipated that they will be ready to go out to bid by late-May. On Thursday, April 28, 2022 a truck ran into the South side of the Eastern-most bay of the existing structure, causing extensive damage to that bay. The debris was removed the following day. Staff has received a quote to remove the remaining portion of that bay. A structural assessment was made by Leigh & O’Kane and it was determined that the remaining structure was stable enough to remain in operation for this season. The Eastern-most two bays are and will remain chained off.

STATUS – IN PROGRESS.

9. Watkins Park Streambank Stabilization – The 2022 Capital Improvements Program includes funding for the stabilization of the streambank near Watkins Park. Erosion to the creek is threatening the infrastructure in the park. The City applied for a Stormwater Management Grant through Platte County in March. Staff has gotten preliminary notice that we have been awarded the grant. Staff is currently waiting for an official notification of the award and is studying the logistics of where the bank stabilization rock will be stored and how it will be moved around the site without disrupting the new construction.

STATUS – IN PROGRESS.



PUBLIC WORKS DEPARTMENT PROJECT UPDATE – MAY 2022

1. PLP Wetlands – The city serves as a local project sponsor with the project led and contracted out by the US Army Corps of Engineers (Corps). [Funding via Section 1135](#) for construction of a Wetland Project in Platte Landing Park, includes:
 - Construction of wetland areas and restoration of a riparian corridor,
 - Contractor: BKM Construction
 - Subcontractors: Linaweaver and Natural States Landscaping.
 - February 2020: Project mobilized.
 - October 2020: Corps accepted project according to terms of agreement, “substantial completion”, continuing to inspect and address project performance.
 - October 2021: Staff met with the Army Corps and Missouri Department of Conservation (MDC) to review the first year of the project. MDC reported that the wetland “has a good compliment of species for ducks....and sees it as looking pretty good for YEAR 1 of a project.”
 - From Army Corps - They (MDC) reminded us that wetlands take several years to really mature (7-10 minimum) and even have some that have been 20 year projects.
 - February 2022: Erosion control matting deficiency removed from basin. Reason: incorrect design specifications, not fully biodegradable
 - May 2022: Staff met with the Corps for update and next steps.
 - June 2022: Corps presentation to BoA and CLARB w/history and status update (TBD)
 - No project updates.

STATUS – IN PROGRESS.
2. Pocket Park Improvements
 - December 2020: Board of Aldermen approved the Pocket Park Master Plan, a bump-out design, and install decorative planters in conjunction with steel bollard inner core. Project now has three (3) phases:
 1. Reconstruct south stairs; and
 2. Bollard/bump-out safety improvements in front of Pocket Park; and
 3. Relocate Grigsby statue (pulled from original agreement due to engineering/design needs).
 - June 2021: Preconstruction meeting with contractor.
 - April 2022: Start date of project: Main Street businesses and MSPA notified;
 - Kaw Valley Engineering hired to review soil stability associated w/statue relocation report:
 - Complete and forwarded to Renaissance Infrastructure Consulting (RIC)
 - May 2022: RIC finalizing design work of retaining wall for statue relocation:
 - anticipated date of bid: 5/17/2022
 - May 11, 2022: Upper portion of concrete stairs poured w/access to AirBNB estimated 5/14/22

- May 20, 2022: The concrete for the Pocket Park Stairs is completed. Handrail is on backorder and is set to be installed in July.
 - June 2022: Staff received a quote from American Fence to install a handrail on the upper portion of the stairs. This work is anticipated for mid-June.
 - June 2, 2022: Upper guardrail arrived on site. Anticipated installation early next week. Chris Ashley, Tom Barnard, Dana Laiben, Kelly Putnam met on site with Scott Bingham (BBN Architects) to discuss erosion problems and removal of a portion of the rotting wood planters.
- STATUS – IN PROGRESS*

3. Riverfront Park Entry Signage

- 2020 Budget: Entry signage for the both riverfront parks funded.
- Vireo hired to design concepts for approval.
- Long-range budget includes funding for installation of signs.
- Committee (reps from: BoA, CLARB and staff meet RE: vision for signage).
- Concepts presented to CLARB and BoA.
- BoA approve professional services agreement Vireo to develop preliminary and final drawings and specifications for new signs.
- February 2022: Preliminary design layouts presented to CLARB and BoA.
- Designs approved w/1 change: add the word “Park” to primary & secondary monument signs.
- Design team preparing construction documents
- 3rd Quarter 2022 (est.): Preliminary bid date for signs.
- 4th Quarter 2022 (est.): Primary/Secondary monument signs constructed and installed
- Spring 2023: remainder of signage (kiosks and wayfinding) constructed and installed.
- Missouri One Call has performed utility locates along south side of McAfee Street and forwarded to consultant. (will help pin-point locations for primary & secondary monuments).
- May 12, 2022: 95% complete construction documents submitted to staff.
- June 3, 2022: Staff is compiling the bid documents for the monument and directional signage. It is anticipated that the bid package will be released early next week.

STATUS – IN PROGRESS.

4. Busch Drive Roundabout Improvements – from City’s Capital Improvement Program.

- Improve traffic circle at end of Busch Drive in English Landing Park. Improvements include:
- New retaining wall, landscape, hardscape and a fountain feature.
- 2021: Retaining wall w/utility conduit, earth-fill, masonry work and concrete curb completed.
- February 2022: Masonry applied to retaining wall; electrical and water lines installed.
- Embassy Landscape contracted to install landscape and hardscape features.
- Good Earth Water Gardens contracted to install water feature.
- Some elements completed by City staff – added fill dirt, installed drain tile, added rock and fabric.
- May 9, 2022: Installation of water feature begins.
- May 20, 2022: The water feature was installed.
- May 25, 2022: Streets department installed asphalt patching along the base of the circle drive.
- June 2022: Landscape will be installed by mid-June.

STATUS – IN PROGRESS.

5. Watkins Park Improvements

- November 2020, BoA approve Watkins Park Master Plan.
- March 2021, BoA approve revised Watkins Park Master Plan.
- Outreach Grant from Platte County to assist with improvements approved.
- May 2022: majority of work complete. (i.e., shelter building, parking lot, park entrance wooden fencing. Note: approx. 64 feet of fencing not installed due to utility locates. (This additional fencing to be installed at entrance to Sullivan Nature Sanctuary.)
- May 20, 2022: Playground equipment installation is complete.
- June 2022: Grass seeding will be completed by mid-June.

STATUS – IN PROGRESS.

6. PLP Improvements

- June 2021 - Parkville receives a \$1 million Park Partnership Grant from Platte County.
- The Board of Aldermen approved a professional services agreement with McClure Engineering for the design and public engagement portions of the project.
- The traffic data for the existing conditions was collected by GBA for the street network in the park. There was an initial round of public meetings in Fall 2021.
- Based on the information gathered, the City released a public engagement survey in late 2021. The survey results, along with the traffic data, will be presented to CLARB and Board of Aldermen during a work session in February 2022.
- There will be a separate public meeting to review the same information following the work session.
- March 1st Board of Aldermen meeting, the Board directed Staff to hold-off on any further work until a Parks Director has been hired. Estimated date of hire June/July 2022.
- No project updates.

STATUS – ON HOLD.

7. Park Outreach Grant Application

- January 2022 – CLARB directs staff to prepare a Platte County Outreach Grant application for additional lighting along the riverfront trail in English Landing Park.
- Tuesday, February 22 – Staff presents application to the Outreach Grant Committee
- March 30, 2022 – Grant awarded.
- April 6, 2022 – Agreement signed and submitted by Staff
- Late Summer/Early Fall 2022 – Anticipated project start.

STATUS – IN PROGRESS.

8. Farmers Market – There are concerns about the existing Farmers Market structure.

- BBN Architects and Leigh & O’Kane hired to evaluate the existing structural stability of the Farmers Market building.
 - Alternate repair/replacement options with corresponding cost estimates provided.
 - Staff received est’s for both enclosed & open concept metal bldg: Lester Buildings.
- April 13, 2022 – Design concepts presented at CLARB meeting
 - City will pursue additional quotes from other prefabricated building manufacturers, using the Lester Building proposal as a basis of design.
- May/June 2022 – Project will go out to bid.

- Thursday, April 28, 2022 a truck ran into the South side of the Eastern-most bay of the existing structure, causing extensive damage to that bay.
 - PPD solved incident. Company responsible turned incident into their insurance.
 - The debris was removed the following day.
 - A structural assessment was made by Leigh & O’Kane and it was determined that the remaining structure was stable enough to remain in operation for this season.
 - May 20, 2022: Staff worked with a contractor to remove the eastern bays. This work was completed.
 - June 2022: Staff received the scope and fee for an architect to assist with compiling the plans and specifications for the bid documents. This agreement will be presented at an upcoming Finance meeting.
 - June 6, 2022: Formal project kick-off meeting is scheduled with Staff and BBN Architects.
- STATUS – IN PROGRESS.*

9. Watkins Park Streambank Stabilization

- 2022 Capital Improvements Program includes funding for the stabilization of the streambank near Watkins Park.
 - Erosion to the creek is threatening the infrastructure in the park.
- March 2022 – City applied for and received preliminary approval for a Stormwater Management Grant through Platte County.
 - Staff is studying the logistics of where the bank stabilization rock will be stored and how it will be moved around the site without disrupting the new construction.
- June 2022: Staff received notice of award for this project. Once the funding agreement has been executed, staff will start working on the bid documents.

STATUS – IN PROGRESS



Bruce Watkins

PARK



