



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Professional Services Agreement with Verde Design, Inc. for Professional Landscape Architectural Services for the Pacific Park/Edison Artificial Turf Replacement Project

1. Motion authorizing the City Manager or a designee to enter into and execute a Professional Services Agreement with Verde Design, Inc. to provide Professional Landscape Architectural Services for the Pacific Park/Edison Artificial Turf Replacement Project in the amount of \$250,940, plus a 10 percent contingency of \$25,094, for a total not to exceed amount of \$276,034.
2. Resolution of Appropriation to transfer \$126,034 from CIP Unanticipated Repairs Project to the Pacific Park/Edison Artificial Turf Replacement Project.

COUNCIL ACTION

Item Type: Consent Item

Approved for March 12, 2024 **calendar**

EXECUTIVE SUMMARY

The goal of the Pacific Park/Edison Artificial Turf Replacement Project (Project) is to overhaul the artificial turf field, which is a joint-use field between the City and Glendale Unified School District (GUSD). The existing artificial turf, which was installed in 2014, has exceeded its useful life and needs replacement.

A professional services agreement is needed for a consultant to provide professional landscape architectural services for the Project. This consultant will complete the design plans, specifications, and estimate needed to advertise and award a construction contract for this project and assist in as-needed bidding and construction phases of the project.

Following a Request for Proposals process, the consulting team of Verde Design, Inc. (Verde) is recommended to perform the work. The proposed professional services agreement with Verde would cost \$250,940 plus a 10 percent contingency of \$25,094, for a total not to exceed amount of \$276,034. To fully fund this project, staff is requesting to transfer \$126,034 from CIP Unanticipated Repairs to the Project.

RECOMMENDATION

- 1) Approve a Motion authorizing the City Manager to enter into and execute a Professional Services Agreement with Verde Design, Inc. to provide Professional Landscape Architectural Services for the Pacific Park/Edison Artificial Turf Replacement Project in the amount of \$250,940, plus a 10 percent contingency of \$25,094, for a total not to exceed amount of \$276,034.

- 2) Resolution of Appropriation to transfer \$126,034 from CIP Unanticipated Project to the Pacific Park/Edison Artificial Turf Replacement Project.

ANALYSIS

In March 2000, the City and Glendale Unified School District (GUSD) entered into the first joint use project development agreement for the Edison School/Pacific Park Project—the 10.5 acre site includes a park, pool, library, community center, and elementary school. In 2003, to address operation, maintenance, repair and renovation of the joint use project, the parties adopted the Edison School/Pacific Park Project Operation, Maintenance, Repair, and Renovation of Joint Use Facilities Policy and Agreement (a site-specific, Joint Use Agreement). Each party's respective financial responsibilities and joint use schedule are set forth in the Joint Use Agreement. In June 2013, the First Amendment to the Joint Use Agreement was adopted to revise and update terms that address the joint-use schedule, joint-use areas, and renovation costs. Pursuant to the joint use agreement, the City and GUSD share the costs and responsibilities for renovations of the field based upon the percentage of use by each party, and this cost share will be assessed for project implementation during the design phase.

In May 2011, the City Council approved installation of artificial turf at the multi-purpose field. On June 25, 2013, the City Council adopted plans and specifications for the construction of the Pacific Park Artificial Turf Project. The grand opening for the field was on Saturday, March 29, 2014.

The artificial turf multi-purpose field occupies roughly one-acre which is located on the Thomas Edison Elementary School/GUSD property. The City and GUSD jointly use the artificial turf multi-purpose field with the City having use of the field daily during non-school hours, weekends and GUSD breaks.

Since completion, the artificial turf multi-purpose field has been repaired for various reasons. Specifically, the field has had a tendency of separating along the seams. Some of the seams are where the turf is joined together by stitching two parallel pieces together. These seams gradually spread apart and become visible since the infill will start accumulating in the seam, creating visible black lines across the field. Other locations where the field separates are where the field lines have been inserted—some field lines are stitched in while other intersecting lines are glued in to create the respective field marking and playing boundaries. Depending on the severity and urgency of field damage, City staff will complete a temporary repair until a contractor can come and address it more permanently. The field has had several sections removed and replaced completely, primarily in areas where the field gets a lot of traffic, like in front of the goals where the

goalie paces and dives and the free kick or penalty kick area where players exert the most friction with the turf surface as they run up and kick the ball.

Artificial Turf is not completely maintenance free. Per the manufacturer’s specifications, the field should be groomed after 80 hours of usage. Grooming fluffs up the fibers allowing it to simulate the play and surface of natural grass. Grooming also spreads the infill and helps remove any dirt or debris otherwise not necessary on the field. The department hires contractors to perform the grooming twice a year in addition to scheduling its own staff to conduct the grooming as necessary. Both the contractor and the City staff have informed the department that the surface and fibers have reached a level a degradation and are too brittle to sustain further grooming.

Overall, the existing artificial turf multi-purpose field has served its useful purpose and needs replacement. The proposed replacement of the field surface will include:

- A field evaluation of the existing conditions to determine demolition requirements, base composition, compaction, and percolation rates, and sub-grade composition.
- An evaluation of current turf system components and new synthetic turf system options to determine the ideal solution for the field.
- Address a stormwater runoff problem where the adjacent playground asphalt drains onto the field.
- Eliminate the decomposed granite (DG) areas near the field to avoid the intrusion of DG material into the artificial turf.
- Assess and modify the conflict area where the spectator seating conflicts with field use.
- Evaluate the north field fencing and determine method(s) to protect the game balls from going over the fence during field play.
- Permitting. Division of State Architects (DSA) review is required since this is a school owned property and includes change in fence height.
- New striping to increase play area and to include a flag football field.
- Add privacy screens to fencing.

CSP issued an RFP for Professional Landscape Architectural Services for the Project on October 30, 2023. On November 17, 2023, proposals were received from two landscape architecture firms. The results of the proposals received are as follows for the Project:

Verde Design, Inc.....	\$250,940.00
KFA Land Images.....	\$271,555.00

Proposals were evaluated by their general quality and responsiveness, professional experience, work plan and schedule, demonstrated work with government agencies, the nature and quality of past work, and cost proposal.

Based on submittals and evaluation criteria, Verde Design, Inc. was determined to be the top ranked proposer. This was because of their extensive experience designing athletic and recreational facilities, including over 400 synthetic turf projects, including over 100 synthetic turf field replacement projects, as well as having the lowest cost proposal.

STAKEHOLDERS/OUTREACH

The Pacific Park/Edison multi-purpose field is a high-use facility with multiple users as listed below:

1. GUSD/Edison Elementary School: with 840 students, the school uses the field as a playground space on school days from 7:00 a.m. to 4:00 p.m. The students use the field for PE seasonally and use it as a space to play during recess and lunch. In addition to the above, Edison also uses the field for their end of the year carnival.
2. City: during non-school hours, weekends and GUSD breaks the field is used daily for City programs and rentals:
 - City Programs: Seasonal Day Camps (125 participants per week), One Glendale After School Youth Sports Program's Flag Football Season and Soccer Season, (240 unduplicated participants per sports season, 120 participants per day).
 - Private Rentals – Youth: A total of five different youth groups use the field seven days a week. These groups use the field typically from 4:00 p.m. to 8:00 p.m. during the week and throughout the day on Saturday and Sunday. In addition to weekly practices and training, the youth groups will request additional time to use the field as their "Home Field" during the months of September through November. Combined, these groups represent over 1,100 youth who use the field weekly.
 - Private Rentals - Adults: There are eleven adult groups who use the field when it is available on weeknights and weekends. The adult groups' ages range from 18 years old and older with some groups who have participants who are over the age of 60. Approximately 215 adults are accommodated weekly to play soccer with friends, socializing, exercising, and staying active. In addition to these adults, another 240 adults play in a COED soccer league, on a weekly basis.

The general complaints from users are that the field can be a little wider than currently drawn, using the East West boundaries as the main boundaries for the larger North South field. Additionally, the location of the south goal can be pushed further south to gain another 8-10 feet of playable area. This will eliminate the space between the field and bleachers where players frequently warm up. This tends to get in the way of those on the field. This request to update and enlarge field layout is included in the proposed scope.

The CSP Department's policy on use of artificial turf fields allows for users to use the field when it is raining, however the City will inform customers that the field is closed during thunderstorms and lightning. Because the School's playground's storm-water run-off is directed onto the field, the field often floods during rains and the water level

will be too high for players to play. The proposed scope would redirect the stormwater run-off from the playground to a storm drain and will evaluate options for improving stormwater drainage on the field.

Since the City uses the field for the One Glendale program and flag football, it has been requested that flag football lines be stitched into the field which will help eliminate weekly marking and striping of the field. This scope of work is also included in proposed scope for this Project.

All user groups have expressed support for replacing the Pacific Park/Edison artificial turf field.

FISCAL IMPACT

The Pacific Park/Edison Artificial Turf Replacement Project’s design will cost \$250,940, plus a 10% contingency of \$25,094, for a total not to exceed amount of \$276,034, some of which was approved as a part of the FY 2023-2024 budget.

The existing appropriation is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$150,000	51200-4011-CSP-0020-P0000 CSP01072AN	Measure S CIP

Staff is requesting to shift \$126,034 from CIP Unanticipated Repairs Project to the Pacific Park/Edison Artificial Turf Replacement Project.

The transfer of appropriation request is outlined below:

Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$126,034	51200-4010-CSP-0020-P0000 51707	51200-4010-CSP-0020-P0000 CSP01072BN	General Fund CIP

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This project is Categorically Exempt under the provisions of the California Environmental Quality Act (CEQA) as a Class 1 exemption pursuant state CEQA Guidelines, Section 15301 because the project involves minor alterations to an existing public facility.

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than

10% interest in the company proposed for contract in this Agenda Item Report are attached in Exhibit #1, in accordance with the City Campaign Finance Ordinance No. 5744.

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: The City Council may choose not to approve the Motion and direct staff to re-issue the RFP to get additional proposals to consider.

Alternative 2: The City Council may choose not to approve the Motion and thereby deferring the improvements and maintaining the status quo conditions and use of these facilities.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Onnig Bulanikian, Director of Community Services & Parks

Prepared by:

Joseph Gonzalez, Park Planner

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

- 1) Exhibit 1 – Campaign Finance Disclosure Form
- 2) Exhibit 2 – Photos of Pacific Park/Edison’s Artificial Turf Multi-Purpose Field Conditions