



Town of Fairview

PARKS & RECREATION

Agenda

June 2, 2016 @ 6:30 p.m.

Meeting will be in the Council Meeting Room

1. Call to order ---*Chairman Clontz*
2. Public Comments:
3. Business:
 - Memorials to Park
4. Approval of Previous Minutes:
 - a. May 5, 2016---Regular meeting
 - b. May 17, 2016 – Workshop meeting
 - c. May 23, 2016 – Special meeting
5. Adjourn

Example

Charlotte, NC

Memorial Tree, Bench, Brick Program

Memorial Trees and Bricks

Make a gift in honor of a loved one, organization or event by dedicating a tree or brick in a park, greenway or nature preserve (natives only in the preserves).

Cost is \$250 which includes a tree and an engraved brick. Trees are guaranteed for one year, one replacement only.

Planting period is November 1 through the end of February. Size of trees will be 2" Caliper, from 8' to 12' in height depending upon species.

The gift represents a lasting tribute as it grows and flourishes for years to come. Trees are an important resource, offering habitat, oxygen and beauty.

Please refer to the following documents to complete your order:

Note Freedom Park is currently unavailable for more Memorial Trees (Benches still approved). Please consider other fine Central Region parks like Baxter Street, Latta and Eastover Parks

Memorial Benches

Cost of a Memorial Bench is \$475 installed. Materials are treated wood with metal frame. Included is a cast aluminum plaque, 4" by 6". Text is limited to 3 lines, 15 characters per line. Spaces, commas, etc. count as characters. Any damaged or rotted boards will be replaced. We do not stain or paint the benches and Park and Recreation approval would be need to be secured before the donor could proceed with staining or painting.

Individual Memorial Bricks

Currently this program includes the following locations:

- Greenway Plaza along the Little Sugar Creek Greenway
- Fourth Ward Park
- Lynn Ellen Odden Memorial Wedding Garden, Colonel Francis Beatty Park

Cost is \$75

Example

Tree and Bench Memorial Program

Many People have a desire to mark important events in their lives with an act of significance. Events and people often deserve special recognition.

The City of Henderson would be pleased to plant a tree or install a bench in honor or memory of your event.

The Henderson Parks, Recreation and Cemetery Department invites you to memorialize life events with an inscribed tree or bench located in a City of Henderson Park.

Examples of events are:

- Birth of a child
- Death of a friend or relative
- Weddings
- Anniversaries
- Strong & lasting relationships
- Birthdays
- Graduation
- New jobs or retirements
- Baptisms
- Bar Mitzvahs and Bat Mitzvahs

Any donation/gift will be tax deductible.

A letter of acknowledgement will be sent to the family of the deceased or person being honored (no dollar amount will be disclosed)

Memorial Tree Donations

For \$150 the City of Henderson will supply and plant a tree in honor or memory of your event.

The location will be agreed upon between the donor and staff.

A 6' conifer or 1.5" caliper deciduous tree will be provided.

An engraved non-invasive tree signage will be provided. (up to 4 lines with 20 characters per line)

Planting will be done in the spring or fall of the year.

*Donations of less than \$150 are accepted and will be used to offset the cost of regularly scheduled plantings and the donor will receive a letter of acknowledgement.

Memorial Bench Donation

For \$300 the City of Henderson will provide and install an engraved bench in honor or memory of your event.

The location will be agreed upon between the donor and staff.

A 6' powder coated metal bench with back. (in green or black)

An engraved plaque will be provided and inset in the bench. (up to 4 lines with 20 characters per line)

— paving stones

Memorial Tree and Bench Program

This tree or bench will be donated in memory of: _____

Or in honor of: _____

By (donor): _____

Donor's address _____

Selected site: (see back for potential locations) _____

Donation amount: \$ _____

(please don't send cash by mail)

Please send the note of acknowledgement to:

Name: _____
address: _____

Process:

1. Complete and return application
 2. Application is received and donor is contacted to finalize location and tree/bench details.
 3. Installation is scheduled and tree/bench is ordered
 4. Note of acknowledgement is sent
 5. Tree/bench is installed
- (payment is required prior to scheduling of installation)

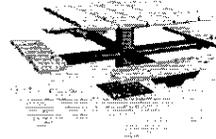
Example



Sample Commemorative Benches, Tables and Trees....



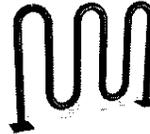
- Contour Bench
6 foot – Approx \$900
with arm rests Approx \$ 1,100
Cedar board slats.



- Pedestal Table
4'x4' – Approx. \$ 2,000
Cedar board slats



- Picnic Table
8 foot – Approx. \$ 1,100
Cedar board slats



- Bike Rack
5 stall or 7 stall
Approx. \$ 500-750



Benches and tables can come with your choice of custom inscription on a 2" x 10" bronze plaque inset into the backrest of a bench or the top of the table.



Commemorative Tree Program

West Linn's extensive city parks system is continually growing and trees are a great way to increase the beauty of our city and provide countless benefits to this community. Your tax-deductible contribution will be used to purchase trees to be planted in the parks system and personnel will care for the trees. Although we accept living legacy requests year round, we encourage the planting of trees in the spring or fall to give the trees the best chance to survive. Through communication between Parks staff and the contributor, an approved species will be chosen based on the desired planting site. Deciduous trees will be at 1.5 inches in diameter (approximately 6 to 9 feet tall) and evergreen trees will be 5 to 6 feet in height. Your 2 x10 bronze plaque will be mounted in concrete at the base of the tree. Contributors are always welcome to attend the tree planting. Approximately \$ 750

The cost noted above includes the purchase, the plaque and the installation of the item. The City does not guarantee permanency of the memorial. If a memorial must be relocated, Department staff will attempt to notify the donor, in writing, at the address shown on the completed Memorial Donation Agreement Form. The City takes no responsibility to replace stolen, vandalized plaques or for maintenance or replacement of trees that are not watered by automated irrigation system, and/or where a donor has agreed to accept responsibility for watering the tree.

All prices listed are samples and will be verified during the initial stages of the process.

Contact: Ken Warner, Recreation Director
(503) 557-4700 or kwarnar@westlinnoregon.gov



City of
**West
Linn**



**Town of Fairview
Parks & Recreation Advisory Committee Meeting
May 5, 2016**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, B.B. Haigler, Stan Smith, and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Park Update

Jerry Clontz took a moment to brief the Committee regarding the two vacancies on the committee. He received applications from Rachel Outen and Scott Cuthbertson. He introduced Ms. Outen who was in attendance. He stated that the applications would be voted on at the May 9, 2016 Council meeting.

Mr. Clontz reported that the two park bids received came in much higher than expected. Jeff Ashbaugh, Alfred Benesch & Co. approached the low bidder (Eagle Wood, Inc.) and requested that they revise their bid and cut/reduce as much as feasible. The Committee reviewed the revised items and made their recommendations.

Mr. Clontz stated that he would contact Mr. Ashbaugh and Eagle Wood, Inc. to see about setting up a date to meet with them to go over the bid. He stated that he would also extend an invitation to the Town Council to attend the meeting.

Mr. Clontz also informed the Committee that he had received an amendment to the Alfred Benesch contract in the amount of \$9,700.

B. Minutes

Leon Whitley made a motion to approve the minutes of the March 3, 2016 meeting. B.B. Haigler seconded the motion. Members Clontz, Haigler, Smith and Whitley voted yes (4-0).

Leon Whitley made a motion to adjourn. B.B. Haigler seconded the motion. Members Clontz, Haigler, Smith and Whitley voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Jerry Clontz
Chairman

Approved this _____ day of _____, 2016



**Town of Fairview
Parks & Recreation Advisory Committee Workshop
May 17, 2016**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, Scott Cuthbertson, B.B. Haigler, Stan Smith, and Leon Whitley

Others present: Mayor Phil Thomas, Councilman Gary Wilfong
Rick Eagle and Jason Schultz, Eagle Wood Inc.
Jeff Ashbaugh, Alfred Benesch & Co.
Ed Humphries, Land Use Administrator/Deputy Clerk
Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Discuss construction of Fairview Park

The Committee had a question and answer session regarding the construction cost cuts with Rick Eagle and Jason Schultz of Eagle Wood Inc. and Jeff Ashbaugh, Alfred Benesch & Co. (See Exhibit A)

After Council discussion, Jerry Clontz requested that Eagle Wood Inc. resubmit their bid with the cuts discussed as soon as possible.

Jerry Clontz stated that he would call a special meeting of the Town Council for the purpose of discussion and possible approval of the construction contract for the park. The meeting will be May 23, 2016 at 7:00 PM.

Jerry Clontz adjourned meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Jerry Clontz
Chairman

Approved this _____ day of _____, 2016

EXHIBIT A



EAGLE WOOD, INC.

7680 Townsend Drive • P.O. Box 1046 • Denver, N.C. 28037-1046 • Telephone (704) 483-5853

May 2, 2016

Alfred Benesch & Company
 2320 West Morehead St.
 Charlotte, NC 28208
 Attn.: Mr. Jeff Ashbaugh

Re: Credit for Fairview Park, Fairview, NC

Dear Mr. Ashbaugh,

We want to thank you for the opportunity to revise the price on this park project for you and the Town of Fairview. Based on your recommendations we have provided the dollar amount for each adjustment in the list below. After you have had a chance to review the list, please let us know if you have any questions or concerns.

Temporary Construction Sign	1 LS	\$	452.00
Stairs and cheek wall at Playground	1 LS	\$	5,200.00
Sub 15" RCP Culvert for 8' x 24' Board Walk	24 LF	\$	10,000.00
Reduce Sidewalk to 5' Wide Regular	311 SY	\$	9,104.00
Reduce Sidewalk to 5' wide Playground	186 SY	\$	6,336.00
4" Thick Concrete Pad for HC Parking	75 SY	\$	-
5' wide walking trail with ABC base	SY	\$	64,515.50
Change Asphalt Parking to Gravel Parking	1219 SY	\$	-
3" Wood Fiber for Pond Path	60 CY	\$	(2,250.00)
Fence around Pond	220 LF	\$	10,002.00
Change Sod to Seed in BMPs	3350 SF	\$	1,608.00
Eliminate Landscaping Items	1 LS	\$	3,546.00
Eliminate Entrance Gate	1 LS	\$	2,000.00
Eliminate Park Sign	1 LS	\$	20,624.06
Reduced Picnic Shelter with Concrete Pad	1 LS	\$	509.00
Playground 718SO75J	1 LS	\$	9,216.00
Playground 718SO59J (\$3,392)		\$	-
Site Amenities (Trash Cans, Grill, Benches)	1 LS	\$	5,039.24
		\$	-
Total Credit		\$	145,901.80



**Town of Fairview
Parks & Recreation Advisory Committee Special Meeting
May 23, 2016**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, B.B. Haigler, Rachel Outen, Stan Smith, and Leon Whitley

Others present: Teresa Gregorius, Town Clerk
Ed Humphries, Land Use Administrator/Deputy Clerk

Items of Business

A. Recommend contract option for park construction for Council approval

The Committee reviewed and discussed Option A and Option B bids received from Eagle Wood Inc. via email on May 23rd. (See Exhibit A)

B.B. Haigler made a motion to recommend to Council Option B at a total cost of \$1,276,180.45. Stan Smith seconded the motion. Committee members Clontz, Haigler, Outen, Smith and Whitley voted yes (5).

Leon Whitley made a motion to adjourn. B.B. Haigler seconded the motion. Committee members Clontz, Haigler, Outen, Smith and Whitley voted yes (5).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Jerry Clontz
Chairman

Approved this _____ day of _____, 2016

EXHIBIT A

From: Ashbaugh, Jeff [<mailto:JAshbaugh@benesch.com>]
Sent: Monday, May 23, 2016 12:34 PM
To: Ed Humphries
Subject: FW: Council Special Meeting Packet - May 23, 2016

Ed,
Per the Town's request to clarify the discount offered by Eaglewood:

From Rick Eagle

To be clear, per our conversations with the Town of Fairview, Eagle Wood will reduce our base bid amount by \$13,000.00 in an act of good faith in order to obtain award of the entire project as designed and meet the Town's budget constraints, however, once again I would strongly urge the Town to consider awarding the project as bid and allow us additional opportunity to find cost saving during construction. We would prefer to move forward with the project as competitively bid. To request our company to simply deduct from the base bid amount without any change in the scope of work if the Town has sufficient budget to award as bid seems to lay waste to the competitive process.

Concerning any additional amount added to the credits already presented for the reduced scope of work, to clarify, our proposal for an additional \$5,000 was proposed at the meeting if Chad Price took full responsibility of the plants, sod and landscaping/seeding items. We felt we could offer an additional \$5,000 credit not to have to deal with these items during construction or after the project was completed. If the Town does not take these items out of our contract completely, the credit will be as proposed without the additional \$5,000.00.

Thank you kindly for your consideration.
Richard R. Eagle
Vice President, Eagle Wood Inc.

Ed,

This is a summary of the two award options:

Negotiated Option A
Original Bid \$1,289,180.45
Credits: \$ 69,845.30 (As presented)*
Goodwill Discount: \$0
Total Cost: \$1,219,335.15

*The Town may give consideration to accepting the \$1,170 credit for the asphalt parking space instead of concrete. If accepted the total cost above is reduced by that amount.

Negotiated Option B

Original Bid \$1,289,180.45
Credits: \$0 (Town awards project without any scope reductions. Alternate No.1 is not accepted.)
Goodwill Discount: \$13,000
Total Cost: \$1,276,180.45