

MEMORANDUM

To: Mayor and City Council Members
Steve Parker, City Manager

From: Bruce Allen, Golf Course General Manager

Through: Rick Cortes, Deputy City Manager

Subject: Request For Services (Golf Course Architect)

Date: December 14, 2022

On November 29, 2022, proposals were opened for architectural services for the renovation of Starcke Park Golf Course. Five proposals were received. Following review of the proposals by Twila Wood, Purchasing Manager, one proposal was eliminated from consideration for not meeting our Request for Qualifications (RFQ).

The remaining four proposals were reviewed by Council-Member Herbold, Grants Coordinator Kathy Woods, Golf Pro Aaron Krause, Advisory Board member Eric Aufderhaar, and myself. Proposals were numerically rated by each committee member based on the following criteria:

General Quality and Adequacy of Response (25%)

Organization, Personnel, and Experience (50%)

Technical Criteria – Quality of Package Provided (25%)

Kathy Wood tabulated the ratings for us. Based on the combined scores staff is recommending that City Council approve Ross Golf Design, LLC for the architectural design and construction oversight of the golf course renovation project. Attached is a copy of their qualifications. I respectfully request your approval of the attached resolution authorizing the City Manager to negotiate a contract with Ross Golf Design, LLC.