

**EXHIBIT**

3 12/17/02

# Memo

**Date:** 12/13/2002  
**To:** City Manager and City Council  
**Cc:**  
**From:** Jim Seta *JHS*  
**RE:** City Parks Development Schedule

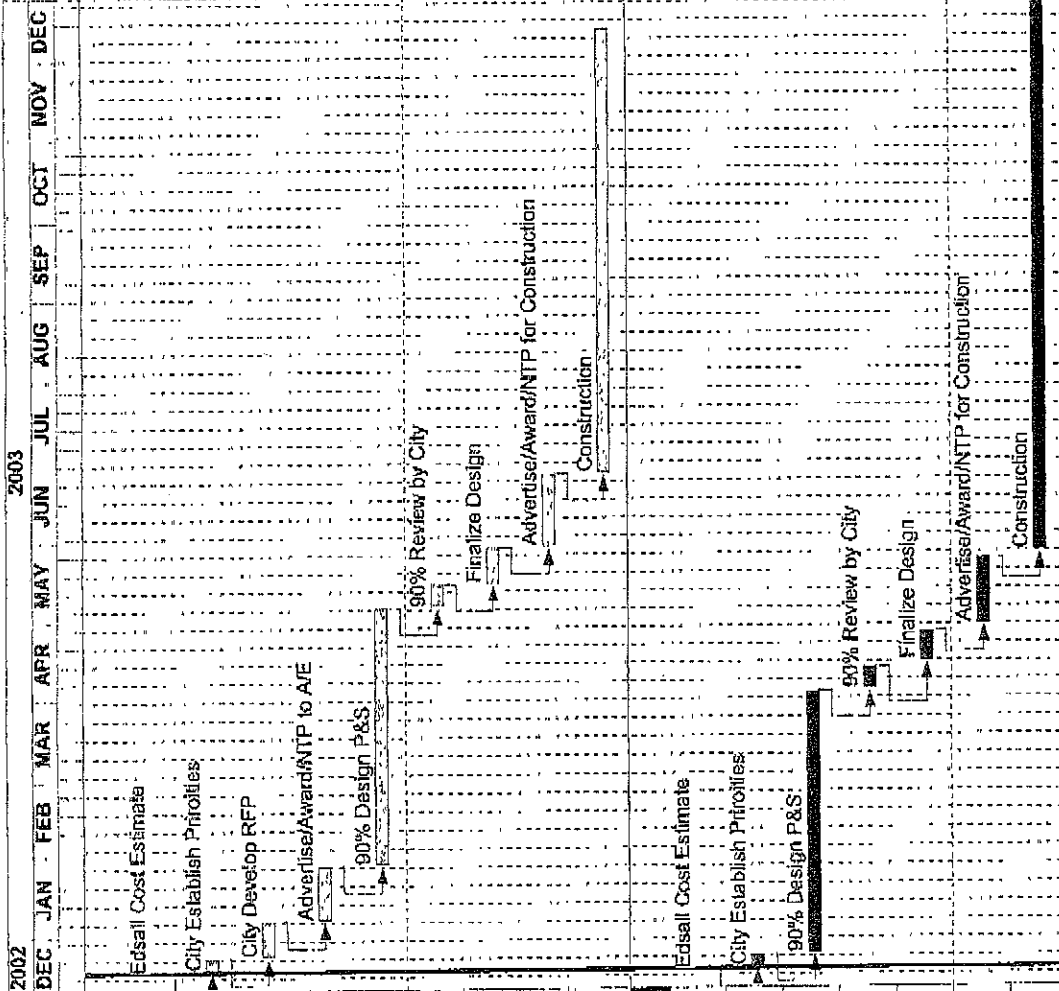
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Attached is a draft of the Parks Development Schedule for your review and comment. I would like to point out that there are two scenarios shown. The first scenario is if we go out and advertise to hire a consultant to design the parks from the master plans. The second scenario is if we just hire Edsall to complete the designs. There are definite advantages to hiring Edsall: he knows the parks, council and the residents concerns. There will be no learning curve with him. We all trust his judgment. Another advantage to not advertising is we do not lose a month and a half in our schedule. That is very important because as you notice it gives us a longer construction season.

Another item we all need to be thinking about is how we will package the designs. For example, should we do all of the sitework, concrete and paving at once for all of the parks in order to get the best pricing and better selection of more qualified contractors. It's not just about building certain parks first, second, third, etc. I think one way we can establish a smart bid package is to develop a detailed construction schedule that clearly lays out how we want the parks to be constructed. By doing this we could let one large contract for all of the work and have it scheduled over a two year period. Just an idea.

Please take some time to write some ideas down. It is imperative we get our strategy developed in the near future so we can give clear direction to our designer and eventual contractor.

Attachments



Activity ID	Description	Orig Dur	Early Start	Early Finish
<b>Scenario #1 - Hire A/E</b>				
1130	Edsall Cost Estimate	1d	18DEC02	18DEC02
1140	City Establish Priorities	3d	18DEC02	23DEC02
1150	City Develop RFP	8d	24DEC02	06JAN03
1160	Advertiser/Award/NTP to A/E	15d	07JAN03	27JAN03
1170	90% Design P&S	70d	28JAN03	05MAY03
1180	90% Review by City	7d	06MAY03	14MAY03
1190	Finalize Design	10d	15MAY03	28MAY03
1200	Advertise/Award/NTP for Construction	20d	29MAY03	25JUN03
1210	Construction	120d	26JUN03	11DEC03
<b>Scenario #2 - Hire Edsall</b>				
1300	Edsall Cost Estimate	1d	18DEC02	18DEC02
1310	City Establish Priorities	3d	19DEC02	23DEC02
1340	90% Design P&S	70d	24DEC02	02APR03
1350	90% Review by City	7d	03APR03	11APR03
1360	Finalize Design	10d	14APR03	25APR03
1370	Advertise/Award/NTP for Construction	20d	28APR03	23MAY03
1380	Construction	150d	26MAY03	22DEC03

Start date	18DEC02
Finish date	22DEC03
Data date	18DEC02
Run date	13DEC02
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**City of Powell  
Parks Development**