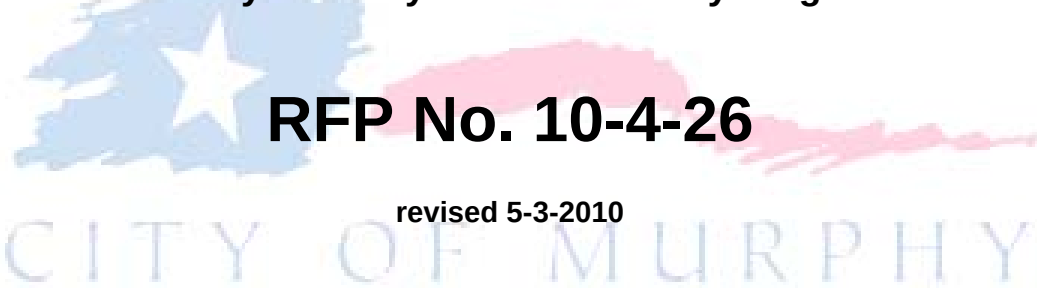


Request for Proposal

The City of Murphy is accepting sealed Proposal for:

Park Planning Design Plans

for Bunny Run/City Park and Liberty Ridge Park



Sealed Proposal will be received until
3:00 p.m. on Tuesday, June 1, 2010

Return Proposal to: Aimee Nemer, TRMC, CMC
City Secretary
City of Murphy
206 North Murphy Road
Murphy, Texas 75094

INSTRUCTIONS TO OFFERORS

1. The sealed envelope or package containing the completed proposal(s) should be marked legibly on the outside with the proposal number and the description of the item(s) being proposed as shown on the cover sheet of this Request for Proposal.
2. The offeror shall sign and date the proposal where provided within the RFP. The person signing the proposal must have the authority to bind the firm in a contract. Proposal which is not signed and dated in this manner may be rejected.
3. The Offeror shall submit **one (1) unbound original and five (5) bound copies of proposal documents unless stated otherwise with in the specifications**. All documents shall be received at the Office of the City Manager, City of Murphy located at 206 North Murphy Road, Murphy, Texas 75094, by the deadline shown on the cover sheet of this Request for Proposal. Proposal received after the deadline may be rejected at the City's option. The City of Murphy is not responsible for lateness or non-delivery of mail, carrier, etc. The proposal will be date/time stamped in the Office of the City Secretary when received and this will be considered to be the official time of receipt.
4. Facsimile transmittals and electronic transmittals will not be acceptable **unless stated otherwise within the specifications**.
5. The City of Murphy, Texas, reserves the right to reject any or all Proposal as it shall deem to be in the best interests of the City of Murphy. Receipt of any proposal shall under no circumstances obligate the City of Murphy to accept the lowest dollar proposal. The award of this contract shall be made to the responsible Offertory whose proposal is determined to be the highest evaluated offer resulting from negotiation, taking into consideration the relative importance of price and the other evaluation factors set forth in the Request for Proposal.
6. Proposal cannot be altered or amended after submission deadline. Any alteration or erasure made before opening by the City must be initialed by the signer of the proposal, guaranteeing authenticity.
7. A proposal may not be withdrawn or canceled by the Offeror without the permission of the City for a period of ninety (90) days following the date designated for the receipt of Proposal, and Offertory so agrees upon submittal of his proposal.
8. The City of Murphy is exempt by law from payment of Texas Sales Tax and Federal Excise Tax.
9. All Proposals meeting the intent of this Request for Proposal will be considered for award. Offerors taking exception to the specifications, or offering substitutions, shall state these exceptions by attachment as part of the proposal. The absence of such a list shall indicate that the Offeror has not taken exceptions, and shall hold the Offeror responsible to perform in strict accordance with the specifications in this Request for Proposal. The City of Murphy reserves the right to accept any, all or none of the exception(s)/substitution(s) deemed to be in the best interest of the City.
10. Any interpretations, corrections or changes to this Request for Proposal and specifications will be made by addendum. Sole issuing authority of such addendum(s) shall be vested in the City of Murphy.
11. Proposals must comply with all applicable federal, state, county and local laws concerning these types of services.

12. The apparent silence of these specifications as to any detail or to the apparent omission of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

13. A prospective Offeror must affirmatively demonstrate Offeror's responsibility. A prospective Offeror must meet the following requirements:

- A. have adequate financial resources, or the ability to obtain such resources as required;
- B. be able to comply with the required or proposed delivery schedule;
- C. have a satisfactory record of performance;
- D. have a satisfactory record of integrity and ethics; and
- E. be otherwise qualified and eligible to receive an award.

The City of Murphy may request representation and other information sufficient to determine Offeror's ability to meet these minimum standards.

The City of Murphy is aware of the time and effort you expend in preparing and submitting Proposal to the City. Please let us know of any proposal requirements causing you difficulty in responding to our Request for Proposal. We want to facilitate your participation so that all responsible vendors can compete for the City's business.

Award should be made approximately 4 to 6 weeks after the proposal opening date. If you have any questions concerning this Request for Proposal and specifications, please contact the Park Development Manager, Kim Lenoir at klenoir@murphytx.org or at (972) 468-4068.

Request for Proposal

I. Introduction

The City of Murphy, Texas is soliciting Proposals for professional planning services for Park Planning Design Plans. The plans will include two separate sites – Liberty Ridge Park (201 Rolling Ridge Drive) and Bunny Run Park & adjacent City Park (1 Bunny Run Drive). See attached exhibit of sites. Both sites include ponds, detention ponds, drainage issues, and renovations of park facilities. November 2008, the citizens approved a bond issue to address these projects. The Design Plan will include but may not be limited to the following Project Tasks. These tasks are discussed in more detail in Section IX.

Concept plans, scenarios; Site Plans; Landscape Plan; Utilities; Final Construction Plans

II. Schedule of Important Dates

The tentative schedule for the selection of a consultant for this project is as follows:

- Release RFP to Vendors: April 26, 2010
- Proposal Submission Deadline: June 1, 2010 @ 3:00 p.m.

III. Submittal Information

Interested consultants shall submit the RFP response by 3:00 p.m., June 1, 2010 to:

Aimee Nemer, TRMC, CMC
City Secretary
City of Murphy
206 North Murphy Road
Murphy, TX 75094
972-468-4000

No fax copies will be accepted.

All questions prior to the closing date shall be in writing and should be directed to Kim Lenoir by e-mail to klenoir@murphytx.org. Inquiries should make reference to specific section numbers of this RFP.

All expenses of proposal preparation, up to and including on-site interview are not reimbursable by the City of Murphy and are at the sole discretion of the respondent.

IV. City Background

The City of Murphy is a home rule city located in the Dallas-Fort Metroplex, in southeastern Collin County, 25 miles northeast of Dallas, 10 miles southeast of McKinney, and on the eastern border of Plano.

The estimated population of Murphy as of January 1, 2008 was 14,300. The median resident age is 33.1 years. Median household income in 2000 was \$111,458 and the median house value in 2008 was \$255,000. Murphy was rated "No. 7" Best Dallas Suburb, out of 62, by D Magazine in 2008.

V. Scope of Services

The City expects a complete set of Park Design Plans for at least two separate park construction sites. The respondent shall submit a proposed general process for the project using past experience and best practices in similar communities. The Design Plans should address in detail a plan for all steps from concept to construction documents to construction.

Interagency coordination will be required. Identification of and coordination with other affected public agencies including, but not limited to the City of Wylie, Sachse, Plano, ONCOR, and Collin County will be the responsibility of the selected consultant.

Once a contract has been approved by the City Council, city personnel will be available for input, consultation, inquiry, and review of all aspects of the planning effort; but it is not envisioned that city staff will be directly responsible for any work elements other than those specifically described herein.

The City of Murphy Parks Department will act as a clearinghouse and coordinator of all requests from the Consultant to the City.

VI. Planning Approach

A response to this RFP shall include the respondent's proposed methodology and approach, including a general timeline for creating the Park Planning Design Plans. The City is looking forward to a planning approach that:

- Is innovative and unique to Murphy;
- Balances the interests of all parties with a stake in the future of Murphy;
- Educates the public and development community on best practices and on what comparable communities are doing;

VII. Successful Respondent Characteristics

The successful respondent to this RFP will have proven itself to have the following characteristics:

- Experience developing park plans with ponds and/or drainage issues
- Experience in renovating parks with drainage issues
- A list of highly satisfied previous clients.

VIII. Request for Proposal Response Package

Please provide the City a response that includes:

- A. A firm introduction and summary that addresses:
1. Project management approach;
 2. Planning philosophy;
 3. Technology and resources to be used in the planning process;
 4. Proposed project schedule including a general timeline.
- B. Résumés reflecting the qualifications and experience of each member of the planning team, including any potential subcontractors. Only include qualifications for those team members who will be assigned to the project. Specify the project manager and any team members who will be present at most staff and public meetings.
- C. Related firm experience and professional references, including:
1. Narrative reports describing at least three Park Design plan projects completed in the last five years with reference contact information;
 2. One (1) sample copy of the final planning document produced for at least one of the Park Design plan projects in 1 above (digital – CD format); and
 3. For the referenced projects, provide a summary of the proposed project timeline and budget and the actual project timeline and budget with reasons for increases if any.
- D. Enumeration of the firm's present work load and a schedule indicating the firm's ability to accomplish the project with its present work force. Identify the level of time commitment that the City of Murphy can expect from senior and principal staff dedicated to this project.

- E. A detailed description of the work element or service that is proposed for each of the Project Tasks outlined below. This description should include:
1. The proposed methodology that will be utilized to perform the task.
 2. The projected time frame necessary to accomplish each task and when, during the overall plan preparation, the task will be performed.
 3. The professional staff that will be directly involved with each task.
- F. The specific services to be provided will be determined through negotiation and mutual agreement between the City and the consultant. The City expressly reserves the right to perform any part of the project itself or to use outside services.

IX. Project Tasks

The City of Murphy seeks a qualified firm or team to develop final design and construction documents for the Park Design Plans to include the pond(s) lay-out, redesign, access to sites, new additions, parking, and landscape plan for the two sites. The selected firm/team will be required to produce construction drawings and contract documents for construction of the project as depicted. The goal is to complete planning in 2010 and begin construction of the new/renovated facilities in 2011.

The selected architecture/engineering/landscape design firm or team will be required to develop a detailed set of plans and construction documents. Such work will include, but not be limited to, initially preparing concept plans and holding public town hall meetings. Once a concept is approved then (a) Drawings for incorporating the use and redesign of the current design; (b) Drawings showing where site specific elements are located e.g. fences, signage, hardscapes, and landscaping; (c) A plan of additions, if needed; (d) lay-out of optimize access, security, control, energy, and efficiency including appropriate maintenance approaches for varying zones; (e) Concrete paving, retaining walls, paved ditches & ditch inlets, etc. to improve appearance; (f) Composite drawings of all utilities and easements; (g) Recommendations for the use of environmentally friendly materials, solar power, run-off collection / rainwater harvesting where possible; (h) An irrigation design for all landscape areas; (i) A maintenance program.

The selected architecture/engineering/landscape design firm or team will be required to assist the city with construction bidding as well as construction administration.

X. Deliverables

The City expects several deliverables during the course of this project, as opposed to only one deliverable being produced in the form of a single, final document at the end of the process. Deliverables will be both digital and hard-copy in format. The content of these deliverables will be determined during contract negotiation.

XI. Miscellaneous Information

- A. Information Technology.** Any computer based mapping system should integrate with the City of Murphy's current system. At this time the City of

Murphy utilizes ArcView 9.3. Other computer software packages in use by the City are Microsoft Windows XP Professional and Microsoft Office 2007.

B. Selection Process. From a review of the responses received, the City intends to invite several respondents to be interviewed by a Selection Committee. The Selection Committee will present its recommendation to the City Council for approval.

The contract is awarded using the method of "Best Value" bid (does not mean solicitation of professional fees). This method may take into consideration, in whole or part the following criteria: a) the purchase price; b) the reputation of the prospective bidder and of their goods and services; c) the quality of the prospective bidder's goods and services; d) the extent to which the goods and services meet the City's needs; e) the prospective bidder's past relationship with the City; f) the total long-term cost to the City to acquire the prospective bidder's goods and services; and g) any relevant criteria listed within the bid document specifications.

The successful bidder will be judged to provide "best value" rather than lowest price. Final contract award criteria are established by:

Production Schedule

City's assessment of vendor's capability to perform on like properties

City's evaluation of the vendor's equipment inventory and capabilities to perform the contract as specified

City's assessment of the vendor's reputation and its goods and services

The City of Murphy reserves the right to reject any and all Proposal and to waive any irregularities or informalities.

CITY OF MURPHY

XII. Contact Information

The following form should be completed and submitted with your proposal.

Company Name	
Address	
City, State, Zip	
Phone Number	
Fax Number	
E-mail Address	
Tax Identification Number	
Signature of Authorized Agent	
Printed Name of Authorized Agent	
Title	
Date	

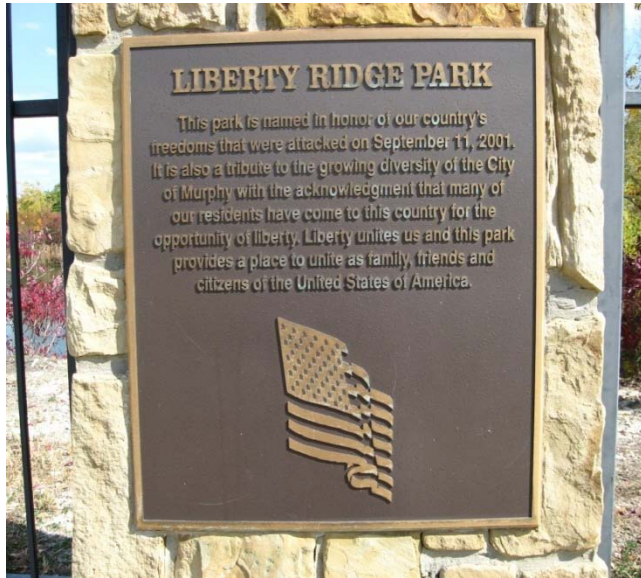
XIII. Conflict of Interest Questionnaire (FORM CIQ)

The Conflict of Interest Questionnaire is a new requirement arising from the passage of House Bill 914 during the 2005 legislative session. It has been enacted as Local Government Code Chapter 176 and became effective on January 1, 2006. The law requires a vendor that wishes to conduct business or be considered for business with a city to file a "conflict of interest questionnaire." The questionnaire was created by the Texas Ethics Commission.

Please note that this questionnaire should be completed and submitted with your proposal. This is a requirement of State law. Any questions regarding the completion of the form should be directed to your attorney. Any comments or complaints about this form should be directed to your State representative. All information provided will be posted on the Internet as required by law.

Liberty Ridge Park

2008 Bond Project: Planning 2010



Located: 201 Rolling Ridge Drive, 5.75 acres

Category: Neighborhood Park

Acquired: 2001 from Subdivision Developer

Dedicated: After 9-11

Needs: New playground, pavilion with electric, study pond options



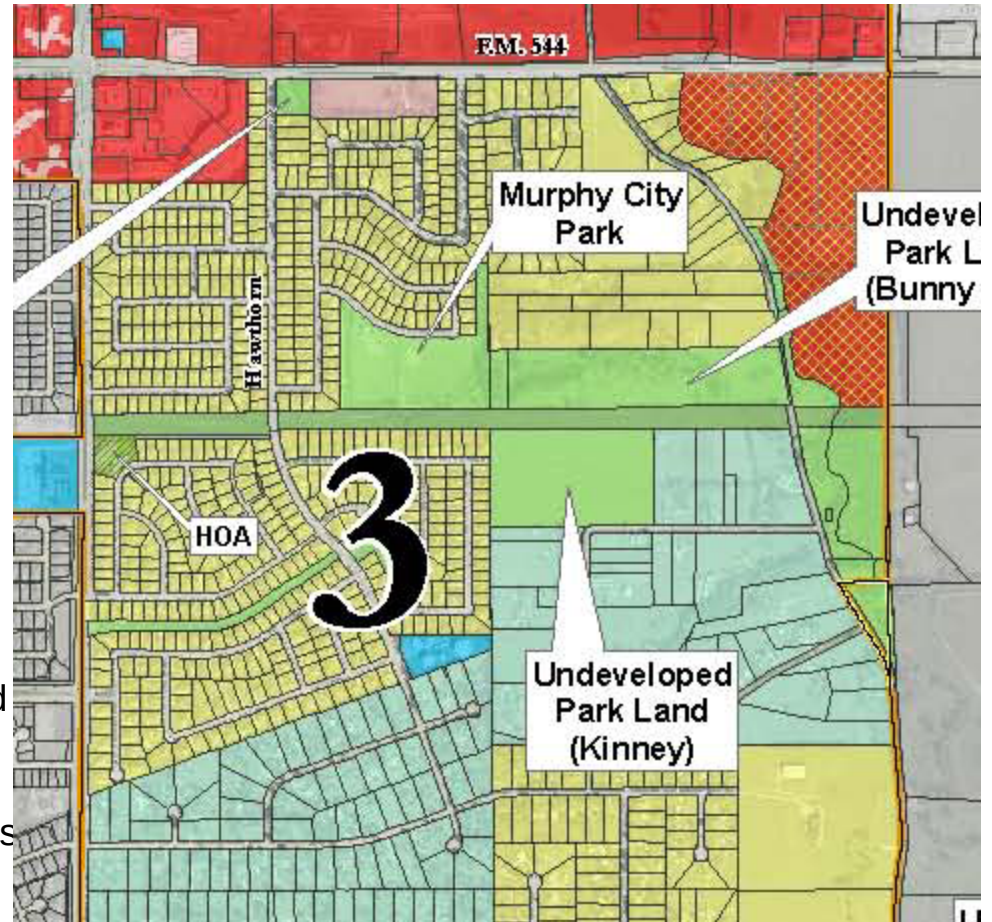
Bunny Run / City Park Project

2008 Bond: Planning 2010

481 Kinney Dr, 16.2 acres 2001
1 Bunny Run Dr, 16.9 acres 2004
for \$620,000
Apply for TPWD Grant - Jan 2011

ONCOR Easement needs to be considered for a trail use agreement. Property titles were held by the Texas Recreation and Parks Foundation for future matching TPWD Grants.

Plan for 2010: Prepare Conceptual Master Plans and hold public meetings for citizen review in conjunction with City Park renovations and ONCOR trail plans



Trail System Master Plan

2008 Bond: Land Acquisition & Planning

2008 Bond issue included \$1.9 million for Park and Trail Land Acquisition and \$1.5 million for trail construction. Matching trail grants have been applied for to stretch all the bond dollars.

Plans for connections to the following cities will provide trail opportunities and connections to other municipal trail systems for Murphy residents.

City of Richardson: Connection by the Oncor easement, the Dart/Commercial Line and F.M. 544, and Brand Road.

City of Sachse: The Maxwell Creek trail can possibly connect to the Muddy Creek trail in east Sachse, as well as, the Oncor electric easement east into Sachse.

City of Parker to Plano: Connection to Parker will be through the Maxwell Creek corridor and Betsy Lane West.

City of Wylie: Trails in the F.M. 544 right-of-way, Oncor easement, East Betsy Lane, and DART easement can one day connect to Wylie.

