



WILDWOOD

June 25, 2020

MEMORANDUM

To: Wildwood Historic Preservation Commission Members

From: Department of Planning and Parks

Re: Design and Engineering Process for Route 66 Trailhead (Wards - All)

Cc: The Honorable James R. Bowlin, Mayor
The Honorable City Council of Wildwood
Sam Anselm, City Administrator
John A. Young, City Attorney
Rick Brown, P.E. and P.T.O.E., Director of Public Works
Kathy Arnett, Assistant Director of Planning and Parks

As the Members of the Commission may recall, the City purchased a one-half (1/2) acre parcel of ground in 2019 that is located along Manchester Road (Historic Route 66) and situated in the core of the Town Center Area. The property was intended to be developed with two (2), small commercial buildings that were part of the larger Grover Crossing Subdivision, a project completed by McBride and Son Homes, after the Great Recession. Interest in the property had been limited, which led the City to consider its purchase, given certain positive characteristics associated with it. Additionally, as was referenced at the February 2020 meeting of the Commission, the property was being impacted by the Manchester Road Phase 3 Streetscape Project, specifically the need for additional easements and other accommodations from the property owner. This project led to the discussion with the property owner and a decision on the part of the parties to sell and purchase.

These discussions led to the sale of the property to the City and presentation of it to the Historic Preservation Commission shortly after its closing. The presentation identified the property and its characteristics, but, equally important, offer a role of the Commission Members in making determinations about its future use and design. The consensus was the size of this site would best lend itself, and be utilized best, for a trailhead along Historic Route 66, of which it could then be designed in a themed manner to complement the history of the 'Mother Road.' The Commission Members endorsed this approach and noted the location of the property on the original route of Route 66 would provide an immediate history lesson onto itself and offered ample opportunities to make this facility unique and inviting in many ways.

The Department, recognizing that 2020 is approximately one-half (1/2) over, would like to proceed with the initial steps for the planning, design, and engineering of this new facility now and have funding available to complete such at the start of 2021, if agreed to by the City Council. Given the processes the City utilizes in

this regard, the authorization tonight by the Commission Members of a process would lead to the recommendation of a consultant for these services, with negotiation of price to follow, and then presentation to the City Council, as part of the end of year budgeting process for Fiscal Year 2021. Collectively, this process would allow for five (5) months to complete this effort.

To this end, the Department would like to recommend the following steps in this process for consideration, input, and direction by the Historic Preservation Commission Members:

1. Authorize the Department of Planning to develop a Request for Qualifications (RFQ) to be submitted to the consulting community for this project.
2. Present the draft Request for Qualifications (RFP) to the Commission for comments and additions.
3. Finalize the draft, per the comments of the Commission Members, and advertise it to area firms and others for responses.
4. Collect responses and present them to the Commission Members for input and direction.
5. Select a sampling of responses, those proposals that fit best the desired outcome of the project, to interview firms and their respective team members.
6. Make a recommendation, based upon the interviews and written submittals of the consulting firms, to be presented to the Planning and Parks Committee of City Council. Negotiate price of services at this time as well.
7. Submit the recommendation of the Planning and Parks Committee to the City Council for consideration and action. Include with this submittal the background materials associated with it, when seeking the final funding for it.
8. Obtain endorsement or direction from City Council regarding the requested funding of the planning, design, and engineering of this property.

With this process, the Department would hope to have a consultant, with negotiated price, to present to the City Council, as part of its annual budgeting process for 2021. Accordingly, the Department is seeking the input of the Commission Members on these steps and associated process at tonight's meeting. If agreeable to these steps and associated process, the Department would then proceed forward with Step #1 and present it to the Commission Members as soon as possible (August – September timeframe).

If any of the Historic Preservation Commission Members have any questions or comments regarding this process, please feel free to contact the Department of Planning at (636) 458-0440. A presentation is planned on this matter at tonight's meeting. Thank you for your consideration and direction in this regard.