



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-104
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
Parks	Loreen Hamilton	425-556-2336

DEPARTMENT STAFF:

Public Works	Joe Averill	Project Manager
Parks	Darcey Rayner-Shepard	Parks Operations Manager
Public Works	Steve Gibbs	Capital Projects Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Award Construction Contract to Always Active Services, LLC of Snohomish, WA, in the Amount of \$364,458, for the Meadow Park Sport Court Replacement Project

OVERVIEW STATEMENT:

Public Works is requesting to award the construction contract of the Meadow Park Sport Court Replacement project, Project Number 2330, to Always Active Services, LLC in the amount of \$364,458.

This project will create a safe playing surface for pickleball, basketball, and other active recreation. Improvements will include replacement of the sport court and adjacent pathways to address the failing court surface, root eruptions, ADA deficiencies, and improve the functional layout. New pickleball and basketball equipment, pedestrian furniture, select sidewalks, cement seating wall, and a new lighted pedestrian crossing will be installed.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
PARCC Plan, ADA Transition Plan

- **Required:**
Council approval is required to award a Public Works contract that exceeds \$300,000 (2018 City Resolution 1503).
- **Council Request:**
NA
- **Other Key Facts:**
NA

OUTCOMES:

Approving the contract will provide for a new multi-sport court surface for pickleball and basketball recreation and will ensure a safe, level surface for users, ADA compliant sidewalks, curb ramps, lighted street crossing, and new benches.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Webpage: Posting, January 2025
Postcard: Notice to adjacent residents, June 2025
Social Media: Posts and service alerts updates will be provided.
On-site signage: Project information and tree protection signs, during construction, Summer 2025
- **Outreach Methods and Results:**
NA
- **Feedback Summary:**
NA

BUDGET IMPACT:

Total Cost:
\$364,458

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
CIP

Budget Priority:
Healthy and Sustainable

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:
N/A

Funding source(s):
General Fund, Parks CIP

Budget/Funding Constraints:

NA

☒ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/1/2025	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

Award of bid must occur within 45 days of the bid opening (which occurred on May 29, 2025) or the contractor may withdraw their bid.

ANTICIPATED RESULT IF NOT APPROVED:

Not approving the contract will result in delaying the construction, closure of the sport court, and increasing the cost to complete the project.

ATTACHMENTS:

Attachment A: Meadow Park Sports Court Replacement Project Information Sheet

Attachment B: Additional Project Information