

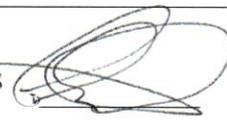
**Agenda Item
No.**

C-2

DATE SUBMITTED 2/25/26
 SUBMITTED BY Parks and Recreation
 DATE ACTION REQUIRED 3/4/26

COUNCIL ACTION (X)
 PUBLIC HEARING ()
 REQUIRED RESOLUTION ()
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS ()

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT:	DISCUSSION/ACTION:
	1. AUTHORIZE STAFF TO SEEK PROPOSALS (RFP) FOR THE IMPERIAL REGIONAL PARK DEVELOPMENT PROJECT
DEPARTMENT INVOLVED:	PARKS AND RECREATION
BACKGROUND/SUMMARY:	<p>The City of Imperial owns approximately 143 acres of agricultural land designated as a future site for the Regional Park Project. The project site is located on La Brucherie Rd. between Larsen and Ralph Rd. in the northern portion of the city limits.</p> <p>As City Council is already aware, the city has been awarded appropriation funding in the amount of 1.5 million dollars. With the support of Congressman Dr. Ruiz and Senator Schiff's office, we will be utilizing the funding allocated to complete the design and technical work for this much needed project.</p> <p>Please see the attached Staff Report</p>
FISCAL IMPACT: N/A	FINANCE INITIALS <u></u>
STAFF RECOMMENDATION: It is the department's recommendation for the City Council to authorize staff to seek proposals for the Imperial Regional Park Development Project	DEPT. INITIALS <u></u>
MANAGER'S RECOMMENDATION: <u>approve</u>	CITY MANAGER'S INITIALS <u></u>
MOTION:	
SECONDED: AYES: NAYES: ABSENT:	APPROVED () DISAPPROVED () REJECTED () DEFERRED () REFERRED TO:

STAFF REPORT

To: Honorable Mayor and Members of the City Council

From: Anthony “Tony” Lopez, Director/ Parks and Recreation Department

Date: 3/4/26

Subject: Authorization to Staff to release a Request for Proposals (RFP) for Comprehensive Park Master Planning, Feasibility Analysis, Engineering, and Design Services for the Imperial Regional Park Project

RECOMMENDATION

Staff recommend that the City Council authorize staff to prepare and issue a Request for Proposals (RFP) for professional consulting services to support feasibility analysis, community engagement, master planning, engineering design, and the preparation of construction documents for future park development.

BACKGROUND

The city seeks to evaluate opportunities for future park development and ensure that planning, design, and implementation efforts are supported by robust technical analysis and meaningful community input. To accomplish this, staff proposes issuing an RFP to secure a qualified multidisciplinary consultant team.

The selected consultant will assist the city in assessing site feasibility, developing conceptual and master planning alternatives, preparing engineering-level designs, and supporting the city through the construction documentation process.

DISCUSSION

A. Feasibility & Site Assessment

The consultant will conduct a comprehensive evaluation of the project site(s), including:

- Environmental constraints analysis
- Hydrology and drainage assessment
- Geotechnical review
- Utility availability and infrastructure needs
- Cost-benefit and operational feasibility
- Regulatory and permitting requirements
- Development of a funding strategy to secure financing for selected projects

This phase will help determine the viability of various development options and identify any constraints or opportunities that may influence the master planning process.

B. Community Engagement

To ensure the project reflects community priorities, the consultant will lead a robust public engagement process, including:

- Stakeholder interviews
- Public workshops and surveys
- Preparation of presentation materials and facilitation of outreach events

This engagement will help shape the park's vision, programming elements, and design direction.

C. Master Planning & Conceptual Design

The consultant will prepare multiple conceptual layouts and planning scenarios that consider both short- and long-term development objectives. Tasks include:

- Development of multiple conceptual park layouts
- Exploration of various development options and scenarios
- Circulation and access planning
- Integration of habitat and natural resources
- Identification of program elements (trails, sports fields, playgrounds, event spaces, etc.)
- Preparation of detailed financial analysis, including cost estimates, revenue projections, and return-on-investment calculations
- Identification of potential barriers, risks, and mitigation strategies

This phase will culminate in a comprehensive master plan document.

D. Engineering & Technical Design

To advance the preferred master plan toward implementation, the consultant will provide technical design services, including:

- Civil engineering (grading, drainage, utilities)
- Structural engineering (bridges, shelters, overlooks)
- Landscape architecture
- ADA compliance review
- Sustainable design strategies

These efforts will ensure the project is technically feasible and ready for construction documentation.

E. Construction Documents & Support

The consultant will prepare detailed construction documents and provide support during the bidding and construction phases. Deliverables include:

- 30%, 60%, 90%, and final design packages
- Technical specifications
- Bid support and Addenda preparation
- Construction administration services (optional or as needed)

DELIVERABLES

The RFP will require the consultant to provide the following:

- Feasibility report
- Community engagement summary
- Master plan document
- Conceptual renderings
- Engineering drawings and specifications
- Cost estimates and phasing plan

FISCAL IMPACT

The fiscal impact will be determined following receipt of proposals. Staff will return to the City Council with a recommended consultant and contract amount for approval.

CONCLUSION

Authorizing staff to issue the RFP will allow the City to advance its park planning efforts, evaluate development feasibility, and prepare for future capital improvements supported by community input and technical analysis