

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION  
JUNE 17, 2025 AGENDA**

<b>Subject:</b>	<b>Action Required:</b>	<b>Approved By:</b>
<p>A resolution to authorize an ADA Transition and Facilities Compliance Guidance Proposal with Cromwell Architect Engineers, Inc.</p> <p><b>Submitted By:</b></p> <p>Little Rock Parks &amp; Recreation Department</p>	<p>Ordinance √ <b>Resolution</b></p>	<p>Delphone Hubbard Acting City Manager</p>

<b>SYNOPSIS</b>	A resolution to authorize the Acting City Manager to enter into a contract with Cromwell Architects & Engineers for a Park Facilities Inventory and Planning Proposal for the City’s Parks and Recreation Department.
<b>FISCAL IMPACT</b>	The amount of the contract is not to exceed 70,000.00, plus a \$20,000.00 contingency, if needed. Funding is allocated from Parks Account No. 108459-S45C478.
<b>RECOMMENDATION</b>	Approval of the resolution.
<b>BACKGROUND</b>	<p>The goals of this project are to develop a comprehensive guiding document to assist the Little Rock Parks Department, establish a systematic evaluation process to help prioritize improvements within each park, and update the department’s internal inventory related to parkland, recreational facilities, programs, and services. These objectives are essential components required for the accreditation of Park and Recreation Agencies.</p> <p>LOIs were sent out to all firms on the COLR SOQ list (Bid #2708). The City received 14 submissions, and Cromwell was selected as the most qualified to perform this service.</p>