

NEIGHBORHOOD STAR INTERDEPARTMENTAL MEMO OF UNDERSTANDING

In accordance Resolution # 15-2238, adopted on 12/16/15, the Department of

Parks and Recreation will administer the Neighborhood STAR Project entitled

Dickerman Park. Work on this project is expected to commence on 2016 and be

completed on 2017.

STAR funds up to the amount of \$ 50,000.00 have been allocated for this project.

Matching dollars pledged equal \$ N/A.

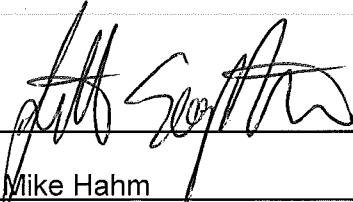
A closing fee of 1.0% of the amount allocated for this project equaling \$ 500.00 will be collected by PED from the Department of Parks and Recreation upon acceptance/signing of this agreement.

As work progresses, the Department of Parks and Recreation will send a billing to the PED Project Manager using the City's ID billing system. The disbursement code is: **28551200-51-212-10545**. Attached to the ID will be an accounting of actual costs (time and materials) incurred which corresponds to the requested reimbursement amount and matching dollars spent on the project.


The Department of Parks and Recreation will handle all construction documents, project management and compliance reporting on this project which will include, but may not be limited to, all applicable requirements regarding Affirmative Action (*Section 183.04 of the Saint Paul Legislative Code*), Labor Standards (*Section 82.07 of the St. Paul Administrative Code*), the Vendor Outreach Program (*Chapter 84 of the St. Paul Administrative Code*) and the Sustainable Green Policy if applicable. Compliance issues must be satisfied prior to a STAR reimbursement.

When work has been completed, the Parks and Recreation Department Project Manager will notify the PED Project Manager in writing.

PED Director: Jonathan Sage-Martinson

Signature & Date 

Parks and Recreation Director: Mike Hahm

Signature & Date 4/13/16 



City of Saint Paul, Minnesota
Neighborhood Sales Tax Revitalization Program
Attachment A: Statement of Work

Project Title: Dickerman Park

Organization: Department of Parks and Recreation

Address: 25 West 4th St, Suite 400

City: St. Paul State MN Zip 55102

Department Project Manager: Ellen Stewart Phone: 651.266.6380

E-Mail: ellen.stewart@ci.stpaul.mn.us

PED Project Manager : Nora Riemenschneider Phone: 651-266-6638

Project Location: Dickerman Park – Northeast corner of University and Fairview

Ward 4 District: 11

STAR Funds Awarded \$ 50,000

Matching Funds Pledged + \$ 0

Additional Non-Matching Funds + \$ 2,000,000

Total Project Cost (all funds) = \$ 2,050,000

1. Project Summary: Please summarize your activity in the space provided.

Dickerman Park was deeded to the City in 1910 and has never been developed properly as a park. The property is located at the northeast corner of University and Fairview, and is a linear space that spans two blocks. Currently, it feels like the front lawn of the commercial properties it fronts, and the western portion was used for parking for several years. In preparation for developing it as a proper park, the parking lots have been removed and a driveway will be removed in 2016. Construction documents will be completed in 2016 and construction of the western portion of the park will occur in 2017. The park will include new circulation, plaza and seating areas, art and landscaping.

2. Anticipated Timeline:

Time Period	Activities to be Completed	Person Responsible
From: April '16 To: Nov '16	Design development and construction document Preparation, site plan review	Ellen Stewart/David Ronzani
From: Dec '16 To: April'17	Bidding and contract process	Ellen Stewart/David Ronzani
From: April '17 To: Dec '17	Construction, construction administration and project completion, warranty period start	Ellen Stewart/David Ronzani

3. Sources and Uses: Please attach an itemized budget or contractors' estimates where applicable. Itemize use of STAR funds, private match and non-matching funds for the entire project:

CATEGORY	STAR LOAN	STAR GRANT	MATCHING FUNDS	NON-MATCHING FUNDS*	TOTAL
Acquisition					
Rehabilitation:					
residential					
commercial					
New Construction:					
residential					
commercial					
Public Improvements		50,000		2,000,000	2,050,000
Private Open Space Improvements					
** Direct Project Costs					
*** Other					
TOTALS:		50,000		2,000,000	2,050,000

4. Private Match: Please include only those funds directly related to the STAR activity.

Description	Amount
Total:	

