



Midpeninsula Regional
Open Space District

R-15-11
Meeting 15-01
January 14, 2015

AGENDA ITEM 3

AGENDA ITEM

Award a Contract for the Prospect Road Parking Lot Canopy Structure at Fremont Older Open Space Preserve

GENERAL MANAGER'S RECOMMENDATION

A handwritten signature in black ink, appearing to be "G.M.", written over the printed text of the General Manager's Recommendation section.

Authorize the General Manager to enter into a professional services contract with Harris Design for \$39,800 with a 15% contingency of \$6,200, for a total amount not to exceed \$46,000, to provide design and construction administration services for the Prospect Road Parking Lot Canopy Structure at Fremont Older Open Space Preserve (OSP).

SUMMARY

The Fiscal Year (FY) 2014-15 Action Plan includes the design and permitting of public safety improvements for the Prospect Road Parking Lot. A Request for Proposals (RFP) to design and provide construction administration services for a new canopy structure to shield Preserve visitors and vehicles from errant golf balls entering the Prospect Road parking lot from the adjacent Saratoga County Club was issued on November 14, 2014. Based on the results of the RFP process, the General Manager recommends awarding a contract to Harris Design for a total amount not-to-exceed \$46,000. The FY2014-15 budget includes sufficient funds to cover costs through the end of this fiscal year. Additional funds will be budgeted next fiscal year to complete the project.

BACKGROUND

Fremont Older OSP is the second most popular District Preserve and includes a well-used informal lot that is located adjacent to the Saratoga Country Club (Club) and its fifth hole green. The proximity of the green to the parking lot has resulted in errant golf balls landing in the lot and damaging Preserve visitor's vehicles (see Exhibit A).

Originally, the District considered moving the parking area to another location to address the errant golf ball issue and potentially increase the available parking space. However, given the high cost and permit uncertainties associated with the various options for constructing a new lot, the District modified its approach and opted instead to retain and protect the existing informal lot. The District and Club have met numerous times and together have identified various modifications that lead to improved safety: the Club has proceeded to modify the layout of the fifth hole, which has reduced the number of golf balls entering the lot, and the District hired a consultant to provide golf ball trajectory analyses and preliminary design recommendations to explore viable options for a protective barrier structure. The results of this work have concluded

that a horizontal barrier or canopy would provide the greatest protection of the informal lot (R-14-128) and as such, staff recommendation is that the District proceed with the design work necessary for implementation of a horizontal canopy structure.

DISCUSSION

To complete the design, submit permit applications and provide construction administration services for a horizontal canopy structure for the Prospect Road parking lot, a Request for Proposals was released on November 14, 2014 via direct email and posting on the District website. The due date for proposals was December 12, 2014 and a total of two proposals were received as shown below:

Firm	Location	Proposal Amount
Harris Design	Berkeley, CA	\$39,800
Tanaka Design Group	San Francisco, CA	\$38,500

Staff evaluated the proposals to assess the qualifications of each proposer, the quality of the proposal, the implementation approach, and the overall team expertise. The most qualified firm for this project was identified as Harris Design. The top reason for the selection was the firm's extensive experience designing canopy structures for public park agencies and golf facilities.

FISCAL IMPACT

The FY2014-15 Action Plan and Budget includes \$42,000 for the Fremont Older Prospect Road Safety Structure Project and is sufficient to cover the work that will be completed through the end of this fiscal year. Additional funding will be included as part of the FY2015-16 budget for the remaining work.

BOARD COMMITTEE REVIEW

The Planning and Natural Resources Committee received an informational presentation on the proposed design and construction of a safety structure for the Prospect Road Parking Lot on October 21, 2014 (R-14-128). The Committee directed staff to proceed with the design of a canopy safety structure and to return to the Committee if the final design recommendation differs significantly from the conceptual canopy design presented to the Committee.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

Retention of design consultants does not constitute a Project under CEQA. The approval of the canopy structure construction contract by the Board of Directors, which is expected to occur in FY2015-16, will be subject to CEQA review at that time. This Agenda Item relates only to the design and construction oversight of the canopy structure, not construction.

NEXT STEPS

Upon Board authorization, the General Manager would enter into a contract with Harris Design to provide design and construction administration for the Fremont Older Prospect Road Safety Structure project. Following the design and permitting phase of the project, staff will release a Request for Bids (RFB) and return to the Board of Directors to award a contract for construction services. Construction is anticipated in the Fall of 2015.

Attachment

1. Site Map of Prospect Road Parking Area, Fremont Older OSP

Responsible Department Head:

Jane F. Mark, AICP, Planning Manager

Prepared by:

Gretchen Laustsen, Planner II, Planning Department

Path: G:\Projects\Fremont_Older\Parking_Lot\Safety_Structure_Site_Map.mxd
Created By: mchild



: Prospect Road Staging Area, Fremont Older Open Space Preserve

-  MROSD Preserve
-  Prospect Road Staging Area

This map was used by G.Lausten for the October 21, 2014 PNR Committee Meeting.

Midpeninsula Regional Open Space District (MROSD)



October, 2014
Feet 0 50 100