

March 1, 2018  
**Hawthorns Parking Lot Feasibility Study**  
**Proposals Due: March 16, 2018**



*Invitation*

Midpeninsula Regional Open Space District is seeking a qualified consultant team to provide draft layouts and a Feasibility Report for a new parking area at the District's 73-acre Hawthorn property, located within the Town of Portola Valley (Figure 1). The consultant team shall be led by a civil engineering firm that was pre-qualified for this class of work in the July 2017 on-call engineering RFP, and should include expertise or pre-qualified Sub-Consultants with expertise in the following disciplines:

- Civil Engineering
- Topographic Survey
- Geotechnical Engineering
- Cost Estimation

*Schedule*

The selected consultant shall provide draft layouts within 30 calendar days of issuance of the notice to proceed, and a Feasibility Report for the preferred site layout within 30 days of receiving compiled comments from District. A schedule and explanation of how each milestone can be achieved shall be included in the proposal.

### *Scope of Work*

SITE ANALYSIS. Consultant shall work closely with District representative to fully understand the parking area requirements, and conduct civil, code, geologic, and other analysis as necessary to produce three (3) parking lot layouts that will provide access to the proposal trail system shown in Figure 1. Each layout should be designed to maximize parking capacity while minimizing grading and environmental impact, and should be located a minimum of 75' feet setback, or otherwise not visible, from Alpine Road. Use of the existing residence driveway is preferred but not required. Due to topographic and aesthetic constraints, efficient and innovative use of space for parking, emergency vehicle turnaround, and stormwater treatment (if required) will be necessary. At this time, it is anticipated that the parking lot will be small (10-15 vehicles). However, additional capacity may be desired in a later phase, so opportunities for expansion shall be identified where possible. A small prefabricated restroom (CXT single vault) will be sited adjacent to the parking area.

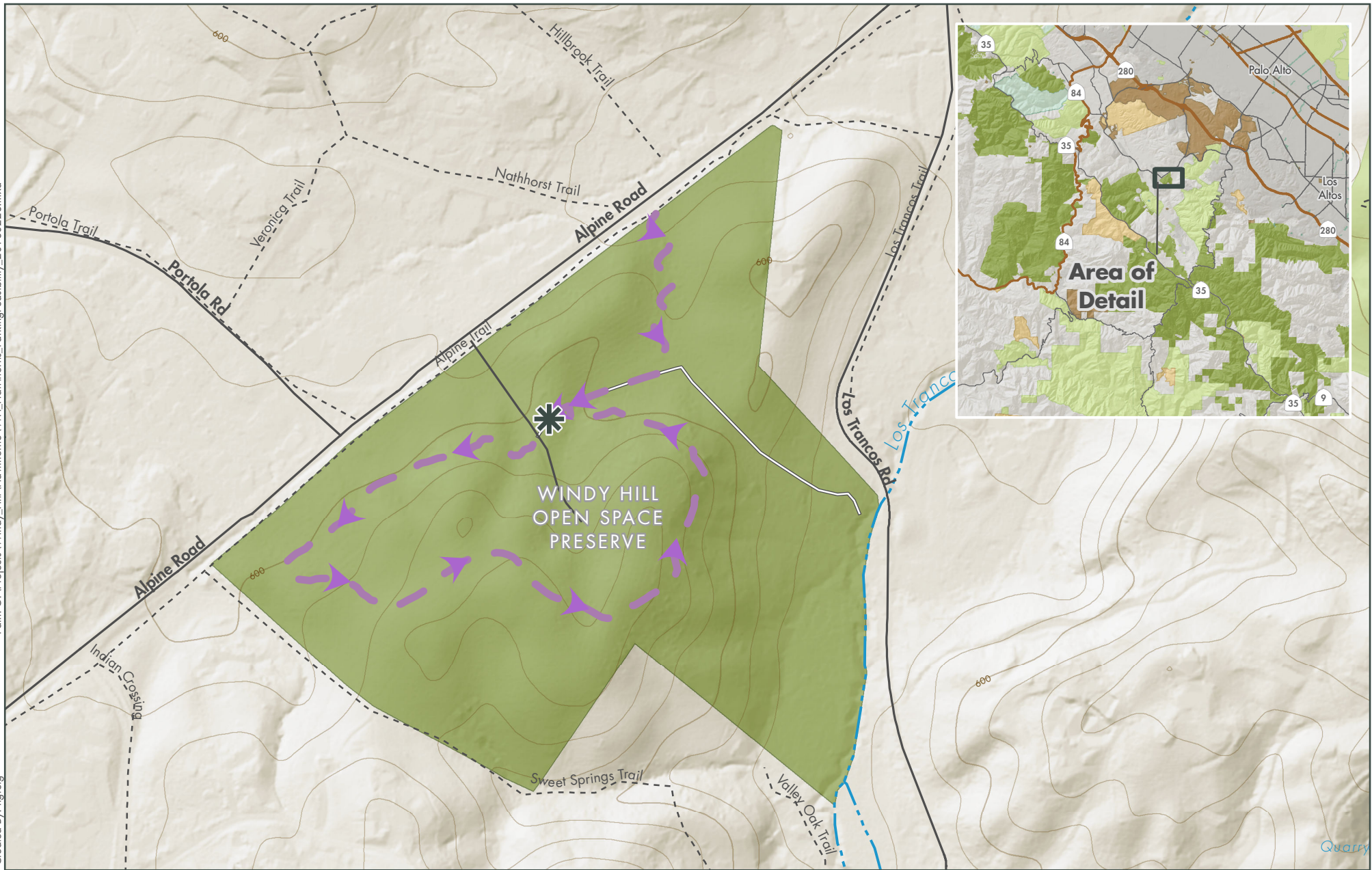
### DELIVERABLE REQUIREMENTS

1. Draft Layouts: Utilizing LIDAR-derived contour map provided by District, produce three parking lot layouts addressing access, emergency and regular vehicle turning movement, sight lines, drainage, etc. Due within 30 calendar days of issuance of notice to proceed.
2. Topographic Survey: Consultant shall conduct a topographic survey of the one (1) selected layout area, including the access driveway, including:
  - Contours at 1' intervals.
  - Property lines to delineate District land from County right of way and other properties.
  - Fences, gates, walls, paving, and other site features. Include any driveways or pull-outs located on either side of the proposed new or existing driveway from Alpine Road.
  - Spot elevations at 20' on center including edge of paving.
  - Utility information, if they exist within the project area based on surface and subsurface (utility location) evidence.
  - Location of trees 4" or more diameter at breast height (dbh); locate within one foot tolerance and identify species in English and botanical terms. Provide tree dripline, center and diameter of tree trunks and elevations.
  - Perimeter outline of thickly wooded areas.
  - Location of any nearby drainages
3. Geotechnical Investigation: Obtain soil borings of sufficient quantity to identify any conditions that may impact the design for the grading and pavement of the driveway and parking lot, and foundation design for the prefabricated restroom. All soil boring data/results shall be included in the Feasibility Report.
4. Feasibility Report: Using topographic base map generated by consultant, and incorporating results of geotechnical investigation, produce one final conceptual design and cost estimate, accompanied by a Technical Memo describing the design opportunities and constraints.

### *Proposal Requirements*

Please submit a brief (2-4 page) project approach demonstrating your understanding of the project and qualifications of the project team, *as well as* a detailed scope and fee proposal. **Proposals, in electronic format, are due no later than 12 pm, Friday March 16, to Lisa Bankosh, Project Manager, [lbankosh@openspace.org](mailto:lbankosh@openspace.org).**





## Hawthorns Parking Lot Feasibility Study

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|-----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
|  Hawthorns Property    |  Watershed Land      |  Conceptual Trail           |
|  Other Protected Lands |  Land Trust          |  Potential Parking Lot Site |
|  Private Property      |  Other Public Agency |                                                                                                                |

Midpeninsula Regional  
Open Space District  
(MROSD)  
March 2018



Feet  
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