



Midpeninsula Regional  
Open Space District

R-16-103  
Meeting 16-20  
August 24, 2016

## AGENDA ITEM 2

### AGENDA ITEM

Award of Contract with Moore, Iacofano, Goltsman (MIG), Inc. for site planning, CEQA environmental review, design, engineering, construction documents, and permitting assistance, for the proposed Red Barn public access area and new entrance at La Honda Creek Open Space Preserve

### GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to enter into a multi-year professional services contract with MIG, Inc. to complete site planning, CEQA environmental review, design, engineering, construction documents, and permitting assistance for the proposed new public access area, Preserve entrance, and other associated improvements at the Red Barn area at La Honda Creek Open Space Preserve for a not-to-exceed base contract amount of \$400,000.
2. Authorize a 15% contingency of \$60,000 to cover unforeseen requirements, for a not-to-exceed total contract amount of \$460,000.
3. Adopt a Resolution approving a budget adjustment in the amount of \$60,000 to the Fiscal Year 2016-17 Budget.

### SUMMARY

A qualified landscape architecture and civil engineering team is needed to complete design and engineering, prepare CEQA documentation, assist with obtaining necessary permits, and bidding for new facilities for the Red Barn Public Access Area Project (Project) at La Honda Creek Open Space Preserve (Preserve). Development of a site specific plan for the Project is a High Priority Phase I Action identified in the 2012 Board-approved Preserve Master Plan. The project includes a new parking lot, vault restroom, picnic area, easy access pathways, signage, and other site amenities consistent with District standards. Based on the results of the Request for Qualifications and Proposals (RFQP) issued for the Project, the General Manager recommends awarding a contract to MIG, Inc. for a total amount not-to-exceed \$460,000 covering multiple fiscal years. The Fiscal Year (FY) 2016-17 budget does not include funds sufficient to cover the estimated project expenditures through the end of this fiscal year. Therefore, a budget adjustment is requested. Additional funds will be proposed in the future FY2017-18, FY2018-19, and FY2019-20 Action Plans and Budgets to complete design and engineering work associated with this contract.

## **MEASURE AA**

This project is part of Measure AA (MAA) Portfolio #5, La Honda Creek: Upper Area Recreation, Habitat Restoration, and Conservation Grazing Projects, with a total funding allocation of \$11.733 Million to, in part, “Open upper half of the preserve to public; provide biking/hiking/equestrian trails, and staging areas”. This Project is included in the Board-approved MAA 5-year Project List.

## **DISCUSSION**

Implementation of this Project has been identified as a high priority action by the Board. In August of 2012, the Board adopted the La Honda Creek Open Space Preserve Master Plan and Mitigated Negative Declaration (R-12-83), which provides stewardship and public access prescriptions for the entire Preserve over a thirty-year period ending in 2042. At the time of approval, implementation of the Master Plan was intended to occur incrementally over this three-decade time period following the scheduled phasing and priority actions contained in the Implementation Plan. Site planning for the Red Barn area is a High Priority Phase I action, on schedule for completion by 2017. Construction of the Project is a High Priority Phase II (2017-2022) action, on track to be completed by Fall 2020. An FYI memorandum (Attachment 2) was provided to the Board at the February 10, 2016 meeting with an overview of the general scope and schedule for implementation of this project.

The proposed public access area will provide passenger vehicles and equestrian parking, a vault restroom, picnic area, easy access pathways connecting features within the Project footprint, trailhead, signage, and other site furnishings consistent with District standards. An improved driveway entrance to the Preserve from Highway 84 will also be installed. The consultant scope of work includes consultation with and securing an encroachment permit from Caltrans for the driveway entrance. Additionally, since Highway 84 is designated as a scenic corridor by the County of San Mateo, the approval of permits will require review by the Planning Commission. The parking lot and other site elements will be designed to correspond to and enhance the rural character and views of the Red Barn and La Honda Creek watershed landscape. Additionally, planning for public access improvements will consider and coordinate with the tenants who run the cattle grazing operation which utilizes the existing corrals and surrounding area to load and unload livestock among other activities.

The consultant scope of work also includes the potential relocation of an emergency landing zone (LZ) that has been used occasionally by local law enforcement for medical evacuations to the District’s property on the east side of Highway 84. This may be desirable not only to separate emergency operations from ongoing livestock operations and general public access, but also to provide adequate siting of the new parking area and visitor amenities.

## **Consultant Selection**

A Request for Qualifications and Proposals (RFQP) was released on June 16, 2016 via direct e-mail and posting on the District website to solicit interest from qualified professionals to assist with site planning, CEQA environmental review, and design of the Red Barn public access area. A mandatory pre-proposal meeting was held on June 27, 2016 and was attended by 18 representatives from 16 firms. Upon review of the proposals and the consultant’s qualifications, staff selected three (3) consultant teams for interviews on August 4, 2016.

The three firms that were interviewed are shown below:

<b>Firm</b>	<b>Location</b>
MIG, Inc.	Berkeley, CA
Callander Associates	San Mateo, CA
Placeworks	Berkeley, CA

MIG, Inc. was deemed the most qualified and best suited for the project based on their response to the RFQP, proposed approach, and responses during subsequent interviews. The top reason for the selection of MIG, Inc. was their team's extensive experience with implementing similar multi-use recreational projects and with securing encroachment permits from Caltrans. In particular, their design approach will maximize the benefit of an inter-disciplinary team to achieve the District's desire to balance recreational and operational outcomes of the Project with best management of the natural, scenic, and cultural resources of the site.

MIG's team includes the following sub-consultants to address various technical aspects of the project: BKF Engineers for all civil engineering tasks, including parking lot and driveway design, Cotton, Shires, and Associates, Inc. for geotechnical engineering services, Whitlock and Weinberger Transportation, Inc. for traffic engineering and transportation planning services and Vaughan Forestry for arborist services.

To develop more detailed scoping for the Project, the District completed preliminary studies that included transportation and historic resources analyses. In May 2016, the District contracted with a transportation consultant to complete a traffic analysis of Highway 84 to update the prior 2007 traffic analysis for the La Honda Creek Open Space Preserve Master Plan (Master Plan) and to better inform the design of a new driveway location which is necessary for the public to access the site. The existing access road to the Red Barn does not meet minimum line of sight requirements for safe public ingress/egress to Highway 84. In addition, the Master Plan recommended retaining a qualified architectural historian to evaluate the Red Barn as a cultural resource. In June 2016, the District retained an architectural historian consultant to complete the historic evaluation report which, when finalized, will better inform the development of the site plan and future interpretive material development. These consultant services totaled approximately \$10,471 in FY16 and approximately \$11,000 of additional work will be conducted in FY17.

## **FISCAL IMPACT**

The District's FY2016-17 Budget and Action Plan includes \$165,000 for the Red Barn Public Access project. A budget adjustment in the amount of \$60,000 is requested from the Board to fully fund the scheduled work to occur in FY2017.

The proposed FY18, FY19, and FY20 budgets will include additional funds for the proposed scope of services associated with this multi-year contract.

The following table is provided to outline the Measure AA Portfolio budget, costs to date, and the fiscal implications related to the Red Barn public access area project:

	Budget
<b>MAA 005 Portfolio Total</b>	<b>\$11,733,000</b>
Spent to Date:	\$1,797,479
Encumbrances:	\$11,000
FY 2017 Red Barn Public Access Project:	\$214,000
<b>Balance Remaining (Proposed):</b>	<b>\$9,710,521</b>

## BOARD COMMITTEE REVIEW

The La Honda Creek Master Plan Ad Hoc Committee met on ten (10) occasions between 2004 and 2009 to guide the planning process and development of final trail use recommendations contained in the Master Plan. The Board approved the Master Plan and adopted the IS/MND, which includes the proposed Red Barn public access area as part of Phase I&II implementation, at the August 22, 2012 meeting (R-12-83). The April 20, 2016 meeting of the Planning and Natural Resources (PNR) Committee included a brief update about the status and design schedule for this project (R-16-48). The design of the proposed improvements will be presented to the PNR Committee in FY2016-17.

## PUBLIC NOTICE

Public notice of this Agenda Item was provided as required by the Brown Act. A notice of this Agenda Item was provided to the grazing tenant.

## CEQA COMPLIANCE

Retention of professional consultants to develop plans and specifications will not result in a direct physical change to the environment [CEQA Guidelines Section 15060(c)(2)] and does not constitute Board approval of the proposed project or related proposed project elements. The Board will consider approval of the proposed project elements as part of the review and tentative approval of the design, which is scheduled for summer 2017 and will initiate preparation of CEQA review tiering off of the 2012 Initial Study/Mitigated Negative Declaration.

## NEXT STEPS

Upon Board authorization, the General Manager will direct staff to enter into a contract with MIG, Inc. to complete the design, CEQA, construction documents, permitting assistance, and bidding assistance for the proposed new Preserve entrance, parking area and other associated improvements, and potential relocation of the LZ. The table below provides a tentative project schedule, where construction would not begin until after Board approval of the design and subsequent Initial Study/Mitigated Negative Declaration adoption.

<b>Milestones*</b>	<b>Tentative Schedule</b>
Initiate design and engineering of Public Access Improvements	September 2016
Present Concept Design Alternatives to PNR Committee	February 2017
Public meeting for review of Design Alternatives/Stakeholder Coordination/Site Visits	Spring 2017

Present Preferred concept design to PNR Committee	Summer 2017
Present to Board of Directors concept design for CEQA Project Description to initiate CEQA review	Fall 2017
Board of Directors adopts Initial Study/Mitigated Negative Declaration and approves project	Winter 2018
Construction documentation and Permitting	Winter 2018 to Spring 2019
Initiate Construction Bidding Process	Fall 2019
Construction	Summer 2020
In Service	Fall 2020

\* Pending further coordination with consultant team

Attachments

1. Project Location Map
2. Board FYI (February 2016)
3. Resolution Amending the Budget for Fiscal Year 2016-2017

Responsible Department Head:  
Jane Mark, AICP, Planning Manager








Prepared by:  
Leslie Chan, Planner II





Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community

## Attachment 1: Red Barn Public Access Area Site Map

- |   |   |  |
|---|---|--|
|  MROSD Preserves       |  Watershed Land      |  Project Site |
|  Other Protected Lands |  Land Trust          |  |
|  Private Property      |  Other Public Agency |  |

Midpeninsula Regional  
Open Space District  
(MROSD)

June, 2016



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Midpeninsula Regional  
Open Space District

# Memorandum

DATE: February 10, 2016

MEMO TO: Board of Directors

THROUGH: Stephen E. Abbors, General Manager *SEA*

FROM: Lisa Bankosh, Planner III

SUBJECT: La Honda Creek Open Space Preserve Public Access Projects

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This FYI memorandum provides the Board with an overview of the general scope and schedule for implementation of Measure AA Project 7-6, La Honda Creek Sears Ranch Road Interim Parking Area, and Measure AA Project 5-5, Red Barn Parking Area and trail connections. Both are Key Projects listed in the Fiscal Year 2015-16 Action Plan.

## DISCUSSION

The 3,681-acre former Driscoll Ranch, now the southern portion of La Honda Creek Open Space Preserve (Preserve), is a working ranch supporting a productive beef cattle operation and is currently closed to public use. In 2012, the Board adopted the La Honda Creek Master Plan (Master Plan; see R-12-83) which provides stewardship and public access prescriptions for the entire Preserve over a thirty-year period. The Master Plan prioritizes rangeland and natural resource management actions at the former Driscoll Ranch, followed by facility improvements to allow for hiking, equestrian, and limited bicycle use. A number of these actions have been completed and include:

- **Implementation of a conservation grazing program;**
- **Pond repairs;**
- **Riparian habitat protection;**
- **Road improvements to reduce erosion (Attachment 1, resource management photos).**

As part of the District's implementation of the Board-approved Five-Year Measure AA Projects List, public access improvements are now underway to open the southern portion of the Preserve to the public by 2017, and greatly expand access in the northern Preserve by 2020. These improvements will ensure that increased visitor use will be safely and successfully integrated into the ranching operations.

### Sears Ranch Road Interim Parking Area

Measure AA Project 7-6 will provide a small gravel parking area at the end of Sears Ranch Road near the southern Preserve boundary, adjacent to the town of La Honda (Attachment 2, Interim Staging and Trails Map). Preliminary design of the parking area, which was formerly used for staging construction equipment, includes minor grading and installation of compacted base rock and wheel-stops to provide capacity for approximately 10 vehicles. A portable restroom, additional cattle fencing, and Preserve wayfinding and educational signage will also be installed. A permanent, paved parking lot will be constructed at Sears Ranch in a later phase. A potential

use of the interim gravel lot once the permanent lot is constructed would be as an equestrian parking area.

Construction of the interim parking area will allow approximately six miles of the Driscoll Ranch main access road to be open to public use. Operational improvements to the unpaved road, including drainage improvements, fencing, gates and signage, and bridge repair, must be implemented prior to opening the full length of the road. Furthermore, demolition and clean-up of dilapidated structures and debris along the ranch road is required to maintain public safety. New trails will be opened to the public as they are constructed.

Since the majority of public engagement regarding the La Honda Creek Master Plan occurred more than 5 years ago, introducing public access to the former Driscoll Ranch will include additional community outreach. A neighborhood/Planning and Natural Resources Committee meeting will be scheduled in Spring 2016. Furthermore, the project will require planning permits from San Mateo County as well as consultation with the San Mateo County Farm Bureau. Due to uncertainties inherent in this planning process, staff anticipates that the interim lot and trail access will be available for public use by Fall 2017. Projected schedule milestones are provided in the table below.

### **Red Barn Parking Area and Trails**

Measure AA Project 5-5, the Red Barn Parking Area and Trails Project, will create a visitor destination at the site of the historic Red Barn, including a paved parking lot, an accessible loop trail, and a connection to the eventual Bay Area Ridge Trail extension. Additional site amenities such as picnic tables and interpretive materials may also be considered. The Red Barn location is integral to the active grazing operation at the former McDonald Ranch, as it currently includes the main access driveway and cattle processing site. New public access facilities and uses will be sensitively planned and sited to avoid impacting the viability of the grazing operation and sensitive species and habitats. Pending the Board's approval of a new Planner II (Midyear FY15-16 Budget position), additional Planning staff would help augment the Red Barn Parking and Trails project delivery process. A Request for Proposals (RFP) will be prepared to select a consultant team to lead the public and stakeholder outreach, design, and permitting process for this complex project. It is anticipated that the facility construction will be completed by 2020.

### **NEXT STEPS**

Schedule milestones for the La Honda Creek Open Space Preserve Public Access Projects are provided below. A conservative schedule is provided for the Sears Ranch Road Interim Parking Area, which allows time for potential permitting delays. Additional projects, including demolition and clean-up of dilapidated structures, and operational improvements to gates, signs, and fencing, will proceed concurrently but are not shown below for simplicity.

<b>Milestone</b>	<b>Sears Ranch Road Interim Parking</b>	<b>Red Barn Parking and Trails</b>
Design/Engineering Consultant Selection	February 2016	June 2016
Initiate Public and Stakeholder Outreach/Agency Consultation	March 2016	October 2016
Submit planning/regulatory permit applications	July 2016	October 2017
Initiate construction documentation	October 2016	June 2018



Submit construction permit applications*	NA	January 2019
Initiate construction bidding process	January 2017	January 2020
Construction	Summer 2017	Summer 2020
In Service	Fall 2017	Fall 2020

\*If required

## Attachment 1. Resource management photos



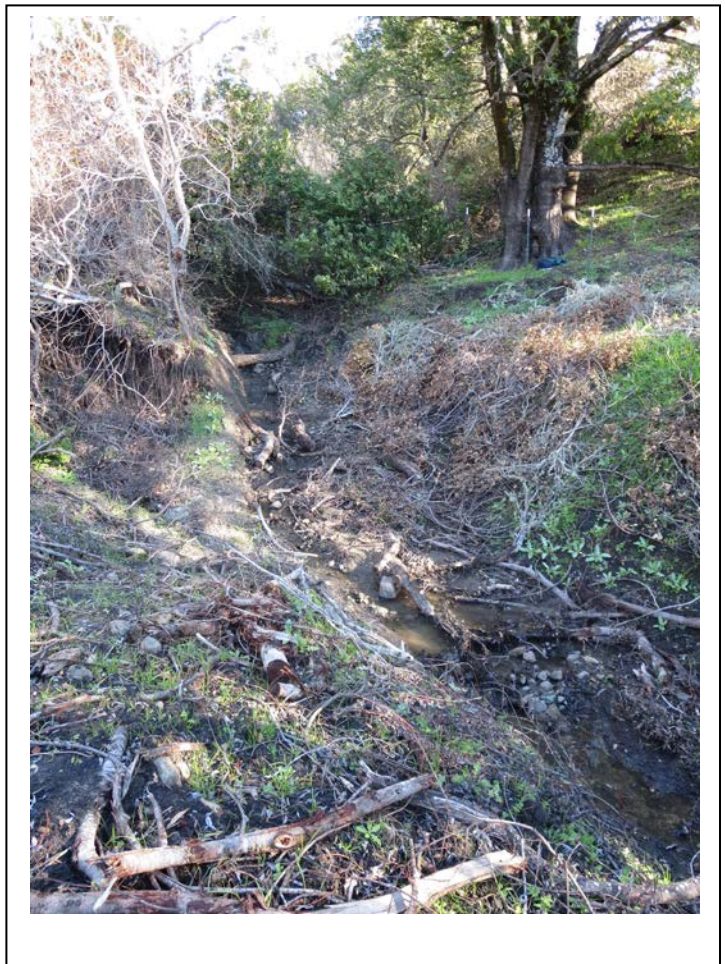
**Photo 1. Harrington Creek in 2007**



**Photo 2. Harrington Creek after installation of cattle exclusion fencing**

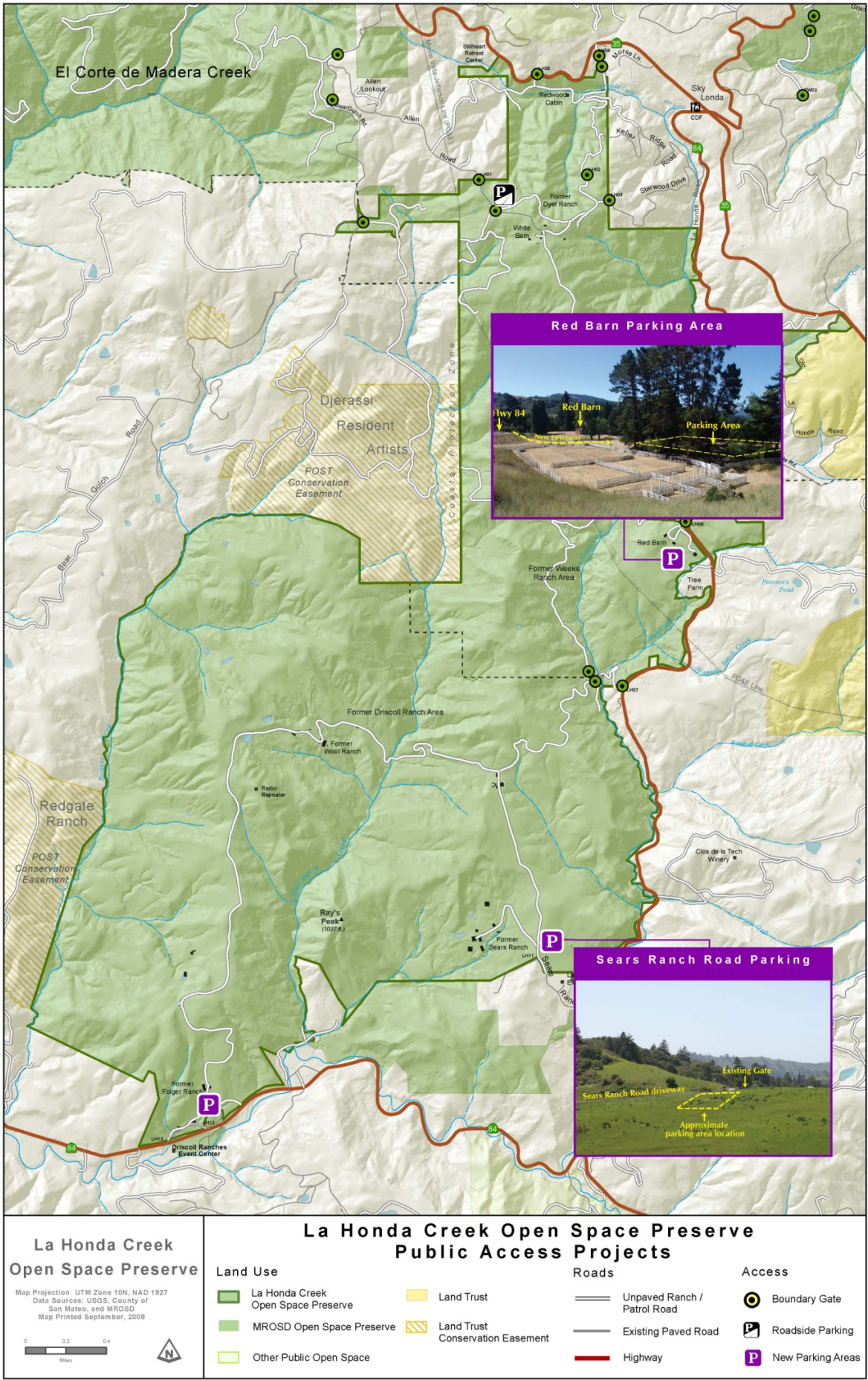


**Photo 3. Culverted stream crossing, before restoration**



**Photo 4. Abandoned crossing and restored streambanks**





**RESOLUTION NO. 16-\_\_\_\_****RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT AMENDING  
THE BUDGET FOR FISCAL YEAR 2016-17**

**WHEREAS**, on June 22, 2016 the Board of Directors of the Midpeninsula Regional Open Space District adopted the Fiscal Year 2016-17 Budget and Action Plan; and

**WHEREAS**, unanticipated expenses associated with the **Red Barn Public Access Area Project** have arisen and additional funds are required to complete the project; and

**WHEREAS**, the General Manager recommends amending the FY 2016-17 Budget and Action Plan to reflect the increased costs of the project;

**NOW, THEREFORE**, The Board of Directors of the Midpeninsula Regional Open Space District does resolve as follows:

**SECTION ONE.** Amend the Budget and Action Plan for the Midpeninsula Regional Open Space District for the Fiscal Year 2016-17 as follows:

Project Name	Current Budget	Revised Budget
Red Barn Public Access Area	\$165,000	\$225,000

**SECTION TWO.** Monies are hereby appropriated in accordance with said budget.

**SECTION THREE.** Except as herein modified, the FY 2016-17 Budget and Action Plan, Resolution No. 16-25 as amended, shall remain in full force and effect.

\* \* \* \* \*

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on August 24, 2016, at a Regular Meeting thereof, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**ATTEST:**

**APPROVED:**

Secretary  
Board of Directors

President  
Board of Directors

**APPROVED AS TO FORM:**

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General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

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District Clerk