



Midpeninsula Regional
Open Space District

PROCUREMENT AGENDA ITEM

R-26-132
Meeting 26-22
September 9, 2026

AGENDA ITEM 4

AGENDA ITEM

Award of Contract with NCE Engineering & Environmental Services for Design and Engineering Services for the Kennedy Trailhead Parking Area Improvement Project at Sierra Azul Open Space Preserve

GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to award a contract with NCE Engineering & Environmental Services of Oakland, California, to complete the design, engineering, permitting, and construction administration services for the Kennedy Trailhead Parking Area Improvement Project for a not-to-exceed base contract amount of \$399,598.
2. Authorize a 15% contingency of \$59,940 to be reserved for unanticipated issues, bringing the total not-to-exceed contract amount to \$459,538.

DISCUSSION

The Kennedy Trailhead Parking Area Improvement Project (Project) intends to enhance Americans with Disabilities Act (ADA) accessibility and increase parking capacity in the Kennedy-Limekiln area of Sierra Azul Open Space Preserve (Preserve). As scoped, this project meets two separate commitments: (1) addressing the ADA barriers outlined in the [2019 ADA Transition Plan](#), and (2) fulfill the project goal outlined in the Board-approved [2014 40-Year Vision Plan](#); Priority #53: *Expand access in the Kennedy-Limekiln Area of Sierra Azul*, with the specific goals to “expand parking at Kennedy Road trailhead” and “address neighborhood parking concerns”. On June 10, 2026, the Midpeninsula Regional Open Space (District) Board of Directors (Board) selected a conceptual design (see Attachment 2) and directed staff to move forward with the project, including retaining a consultant for detailed design and engineering services ([R-26-79](#), [Meeting Minutes](#)).

The proposed Project program provides eighteen (18) parking stalls, including one van accessible ADA parking stall; a new automatic vehicular gate; and trailhead amenities, including a vault toilet, sign boards, bench seating and bike racks. A portion of the approved conceptual design will require Town of Los Gatos approval for the proposed improvements within the Kennedy Road right-of-way.

The scope of services under the recommended contract includes schematic design (through 35% design); design development (through 60% design); construction documentation (100% construction plans and technical specifications); full CEQA review, technical studies, permitting, bid support, and construction administration.

BUDGET / FISCAL IMPACT

The current fiscal year budget for project VP53-003 Kennedy Trailhead Parking Area Improvement Project contains:

- ☒ sufficient funds.
- ☐ insufficient funds; the next quarterly budget update will include a reallocation of unspent funds from other project budgets to cover this expenditure.
- ☐ insufficient funds; approval of this item requires a fiscal year budget augmentation.
- ☒ future fiscal year budgets will include additional funds to complete the contracted work.

Measure AA

- ☒ No, this contract is not part of a Measure AA project.
- ☐ Yes, this contract is part of a Measure AA project.

PROCUREMENT PROCESS AND SELECTION

A Request for Proposals (RFP) was issued on July 10, 2026, via email to five pre-qualified consultants. One mandatory pre-proposal site walk was held on July 21, 2026, with three consultants in attendance.

The District accepted three proposals on August 7, 2026 as follows:

Consultant	Location	Proposed Fee
NCE Engineering & Environmental Services	Oakland, CA	\$399,598
SSA Landscape Architecture	Santa Cruz, CA	\$441,127
Zander Westbrook Design	Berkeley, CA	\$507,388

Staff reviewed the proposals and identified NCE as the most qualified consultant with services offered at a fair and reasonable price.

PRIOR BOARD ACTION SUPPORTING THE PROJECT

4/27/2026 Planning and Natural Resources (PNR) Meeting: PNR received a staff presentation and reviewed both conceptual options and voted to forward both options to the Board of Directors. PNR expressed a preference towards Option 1. ([R-26-58](#), [Meeting Minutes](#))

6/10/26 Board Meeting: The Board of Directors (Board) received a staff presentation and reviewed both conceptual designs, with Option 1 identified as the option preferred by PNR. The Board unanimously accepted Option 1 and authorized staff to begin soliciting a primary consultant for design and engineering services. ([R-26-79](#), [Meeting Minutes](#))

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

The award of contract for design, construction documentation and construction administration services is not a project subject to the California Environmental Quality Act. In the future, the District will conduct CEQA review as the project designs are further developed.

NEXT STEPS

Following Board approval, the General Manager will execute a contract with NCE to proceed with the design work for the Project.

Attachments:

1. Project Area Map
2. Sierra Azul Existing and Proposed Access Map
3. Approved Conceptual Design

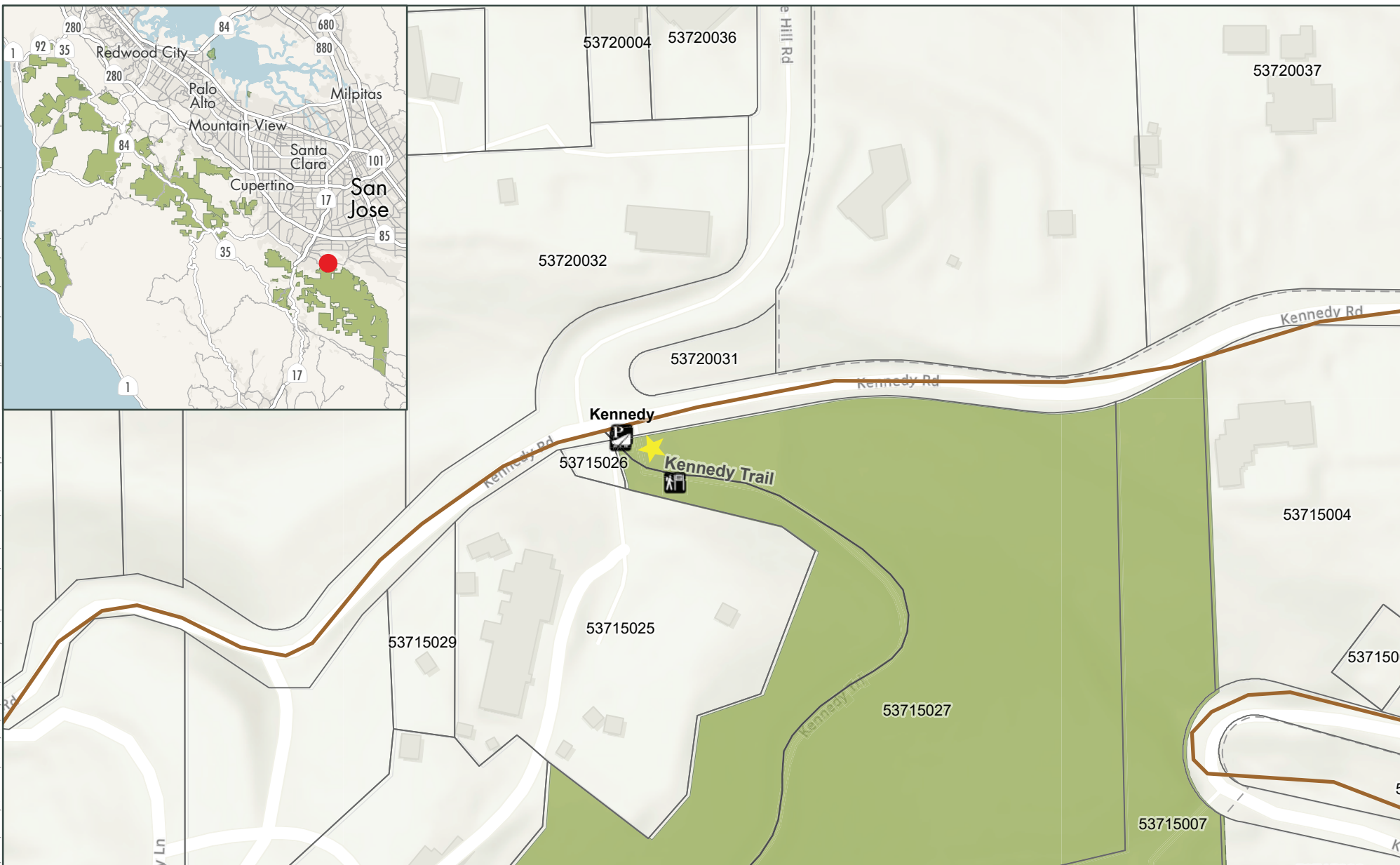
Responsible Department Head:

Scott Reeves, Engineering and Construction Department

Prepared by / Contact person:

Ayden Sabharwal, Capital Projects Manager I, Engineering and Construction Department

Data Source(s): Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatosyellens, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community. Sources: Esri, TomTom, Garmin, PACO NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Kennedy Trailhead

Parking Location



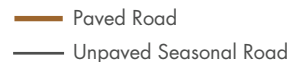
Restroom



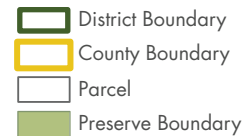
Sign Board



Trail



District Boundary

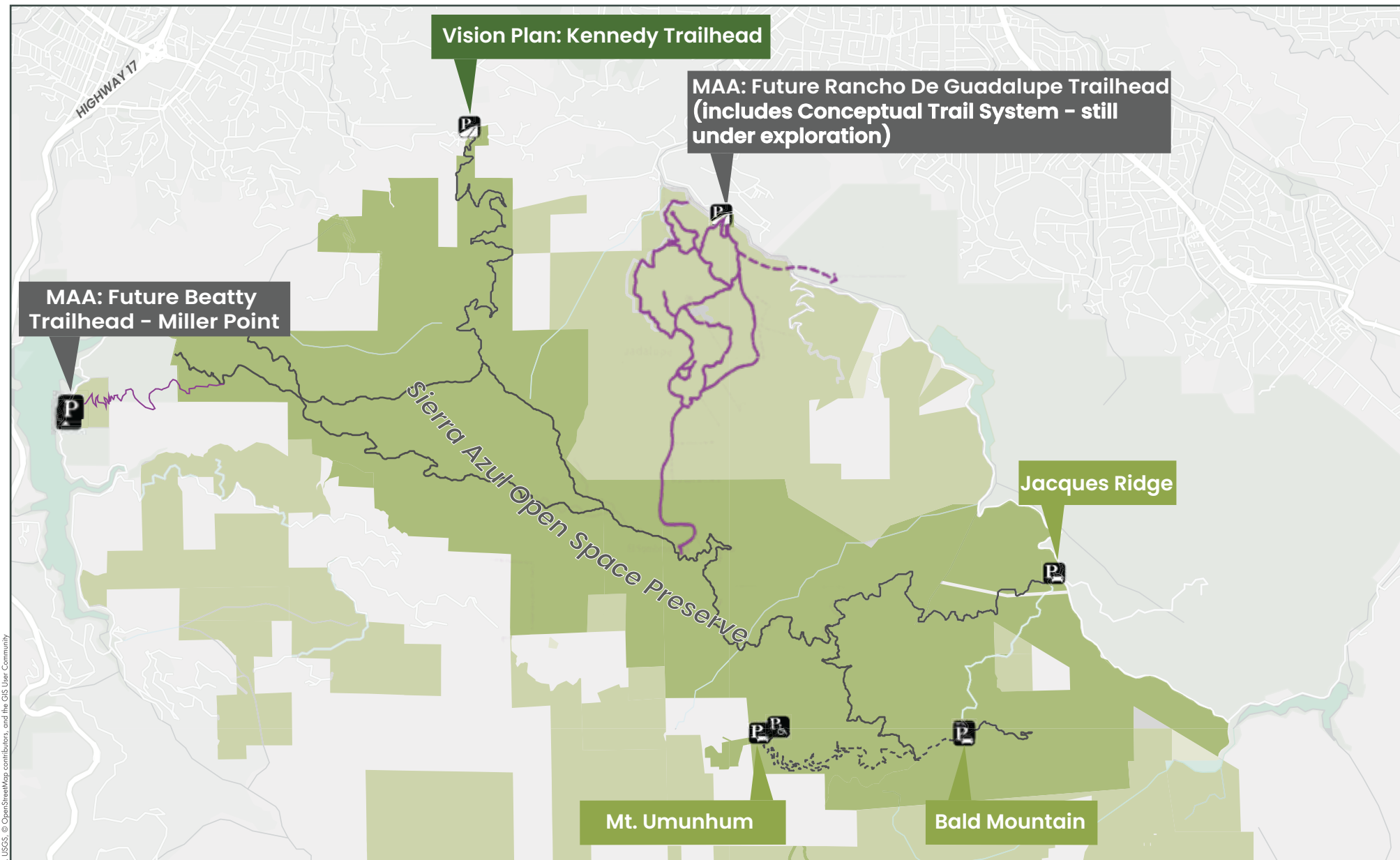


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4/7/2026



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Sierra Azul OSP Access Points

Parking Location

- Lot
- Roadside
- Accessible

Parking Lot / Trailhead

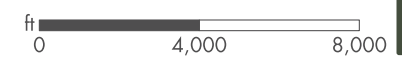
Trail

- Unpaved Seasonal Road
- Trail
- Planned/Conceptual Future Trail

Preserve Access (PA)

- Open
- Closed District Land
- Other Public Land

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Data Source(s): Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

