

**AUBURN AREA RECREATION AND PARK DISTRICT  
MEETING OF THE ACQUISITION AND DEVELOPMENT COMMITTEE AGENDA**

**WEDNESDAY, DECEMBER 5, 2018, 3:00 PM**

**CANYON VIEW COMMUNITY CENTER, 471 MAIDU DRIVE  
AUBURN, CA 95603**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603 during normal business hours. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (530) 537-2187. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

**1.0 CALL TO ORDER**

Gray \_\_\_\_ Lynch \_\_\_\_

**2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

**3.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.**

**4.0 BUSINESS**

**4.1 Approval of Minutes from the November 14, 2018 Acquisition & Development Meeting**

**Recommendation:** Review and approve minutes.

**Discussion items:**

1. Meadow Vista Soccer Field Renovation/Dog Park Consideration.
2. Wheelchair Swings.
3. 24-Acre Property Development and Funding Options.
4. 2018 – 2019 Project Activity Report.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS**

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH  
ADJOURNMENT**

AUBURN AREA RECREATION AND PARK DISTRICT

This agenda is hereby certified to have been posted as follows:

11-30-18  
Date

11:30 AM  
Time

P. Larson  
Secretary to the Board

**Auburn Area Recreation and Park District**  
**Minutes of the Acquisition & Development Committee Meeting**  
Wednesday, November 14, 2018, 3:00 PM  
Canyon View Community Center, Board Room  
471 Maidu Drive, Auburn, CA 95603

**1.0 CALL TO ORDER**

The meeting of the Acquisition & Development Committee was called to order at 3:01 p.m.

**ROLL CALL**

Directors Gray and Lynch were present.

**2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

The agenda was approved by the Committee.

**3.0 PUBLIC COMMENT-** This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Committee. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.

None.

**4.0 BUSINESS**

**4.1 Approval of Minutes from the October 17, 2018 Acquisition & Development Meeting and Minutes of the October 17, 2018 Special Acquisition & Development Meeting**

The minutes from the October 17, 2018 Acquisition & Development Meeting and Minutes of the October 17, 2018 Special Acquisition & Development Meeting were reviewed and approved by Directors Gray and Lynch.

**Discussion Items:**

1. Options to Fund Development of the 24 Acre Property – the Committee reviewed the ways to fund development of the 24-acre property and forwarded it to the November, 2018 Board meeting for discussion.
2. Creating a Nature Preserve/Arboretum on the Shockley Property - the information on this item was reviewed by the Committee and forwarded to the December, 2018 Board meeting for review.
3. Meadow Vista Soccer Field Renovation – the Committee requested staff to prepare a rough estimate to develop the soccer field as a dog park or alternatives instead of a soccer field. This item was sent to the December, 2018 Acquisition & Development meeting.

4. Developing Rock Creek Area of Regional Park – this item was discussed by the Committee with no action taken.
5. Wheelchair Swings – this item was sent to the December, 2018 Acquisition & Development meeting for more information.
6. 2017-2018 Project Activity Report – this item was reviewed with the Committee by Mike Scheele.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS**

None.

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNED**

As there was no further business, the meeting was adjourned at 4:08 p.m.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

## **Discussion Item #1. Cover sheet – Meadow Vista Soccer Field Renovation/Dog Park Consideration**

Acquisition and Development Committee, November, 2018; December, 2018

### **The Issue**

A discussion about renovating the large soccer field at Meadow Vista Park or the consideration of adding a dog park at this location. Director Ainsleigh and the A&D Committee requested that this item be considered.

### **Background**

The large soccer field at Meadow Vista Park has not been used for authorized soccer practices/games in the past 12+ years. The field surface is uneven and dangerous to play on. In 2010, ARD considered renovating the field. Several steps were taken in investigating the possibility of this renovation.

A geotechnical firm, Holdrege and Kull (H&K), was hired and conducted the geotechnical investigation. Their report concluded that settlement is due to differential sub-surface soils and improperly compacted excavation from sometime in the past, perhaps when the field was first constructed.

ARD then worked with Callander and Associates to put together a scope of work and a cost estimate for the work. The uneven grades can be mitigated through a renovation of the field by stripping off the top 2-3” of turf, excavating and regrading to a maximum of 6”, and placement of a lift of new soil to accomplish the uniform desired grade for soccer play and proper drainage. This process will bring the field into playable condition. In addition to the initial renovation, it may be necessary to continue top dressing the field over the next 3-5 years to maintain desired grades until the field settlement subsides.

This project was listed on the approved 2010/2011 Project List and budgeted for \$165,000. This is consistent with the preliminary construction estimate provided by Callander and Associates. In the end, the project was removed from the list due to concerns about funding (Placer County Mitigation Funds were sought) and the need to work on other projects.

In discussions at the November, 2018 A&D Committee meeting, the idea of establishing a dog park on this field was considered. Staff was asked to come up with a rough cost estimate for the creation of a dog park in this area. That estimate is **attached**.

### **Recommendation for the A&D Committee**

Review and discuss.

**Fiscal Impact**

The original budget for a renovation of the soccer field was \$165,000. As this budget was set eight years ago, the costs associated with renovating the field would certainly be higher. Additionally, there would be costs to finalize the construction drawings and CEQA work.

The estimated costs to establish a dog park are attached.

**Attachments**

Memo from Callander and Associates re: Meadow Vista Soccer Field Renovation Project  
Estimated costs for a new dog park in Meadow Vista Park  
Aerial showing approximate size of dog park



Callander Associates  
Landscape Architecture, Inc.

*Via email only*

~~November 5, 2018~~ *document issue; original 6/2010*

**MEMO TO:** Pamela Vann, Auburn Recreation District

**FROM:** Melissa Ruth, Callander Associates

**RE: MEADOW VISTA PARK SOCCER FIELD REHABILITATION / project description**

The Meadow Vista Park Soccer Field is located within the Meadow Vista Park site. It is surrounded by a parking lot to the north and west, a chain link fence and baseball field beyond to the south, and an irrigation pond to the east. The existing condition of the soccer field is poor due to uneven surface, rocky soil and numerous holes made by gophers. The poor field conditions have caused the District to step in and propose to rehabilitate the fields.

The field rehabilitation will include extensive grading work to remedy uneven playing surface that was likely due to poor initial compaction of native soils and gopher holes. Unsuitable soil rocky surface soil will be removed from the site. The following list is the recommendations for the reconstruction and rehabilitation of the soccer field:

1. Remove and salvage the existing irrigation heads as needed for grading operations.
2. Strip top 2" of turf and organic material and dispose of off site. This top layer of soil consists of rocky soil and weeds which make the field difficult to maintain and play on.
3. Strip additional soil to maximum depth of 6". The soil will be stockpiled and reused as fill after the subgrade is compacted. This process will result in a planar subgrade surface free of hummocks, depressions, or other shallow irregularities.
4. Mass grade fields and compact native soil in place, by adding lifts of the stockpiled fill to bring fields to proposed subgrade.

10 034 Project Description (2)  
© copyrighted 2010 Callander Associates  
Landscape Architecture, Inc

311 Seventh Avenue  
San Mateo, CA 94401-4259  
T 650.373.1313  
F 650.344.3290  
www.callanderassociates.com

11180 Sun Center Drive, Suite 104  
Rancho Cordova, CA 95670-6167  
T 916.631.1312  
F 916.635.9153  
www.callanderassociates.com

Landscape Architecture  
Urban Design  
Land Planning  
Park and Recreation Planning  
Environmental Planning

Peter Callander, ASLA, Principal  
Mark Sichter, ASLA, Principal  
Brian C. Fletcher, ASLA, Principal  
Erik Smith, ASLA, Principal  
Benjamin W. Woodside, ASLA, Principal

5. Import 2" of topsoil to the site so new turf can be established.
6. Reinstall salvaged irrigation heads and adjusted as necessary to provide head to head coverage over the soccer field.
7. Spread durable, sport field quality hydro seeded turf over the field.
8. A new soccer field layout will be reestablished and the existing soccer field goals will be set.

Thank you.

END



**New dog park at Meadow Vista Park**  
**Preliminary cost estimate**

Fencing 1000' @ \$40/foot*	\$40,000
Concrete work for ADA access (allow for)	\$10,000
Shade structure (allow for)	\$7,000
Water fountain & related plumbing (allow for)	\$5,000
ADA Picnic table (allow for)	\$2,000
<b>ESTIMATED TOTAL</b>	<b>\$64,000</b>
<b>Estimated cost for dog park half as big:</b>	<b>\$44,000</b>

\*Based on estimate from Arrow Fence

## Michael Scheele

---

**From:** Mike <mike@arrowfencecompany.com>  
**Sent:** Thursday, November 29, 2018 2:21 PM  
**To:** Michael Scheele  
**Subject:** RE: ARD Dog Park Fence Budget Cost-Arrow Fence

1000 LF  
4' high 9 ga. Galvanized  
1 5/8" top and bottom rail **full weight**  
One 8' double drive gate  
Two 4' pedestrian gates pad lockable  
**1 7/8" full weight line posts**  
**2 3/8" full weight term, corn and gate posts**  
Posts set in 8" x 24" concrete footings 10' O.C.  
Prevailing Wage

\$ 40,000.00

**From:** Michael Scheele <mscheele@auburnrec.com>  
**Sent:** Thursday, November 29, 2018 11:20 AM  
**To:** Mike <mike@arrowfencecompany.com>  
**Subject:** ARD Dog Park Fence Budget Cost-Arrow Fence

Hi Mike,

Thank you for helping us with this CL fence budget estimate. Fence we are looking at is:

1000 LF  
4' high 9 ga. Galvanized  
1 5/8" top and bottom rail  
One 8' double drive gate  
Two 4' pedestrian gates pad lockable  
Posts set in 8" x 24" concrete footings 10' O.C.  
Prevailing Wage

Please let me know if I can provide any additional information.

Thanks again,  
Mike

Michael P. Scheele  
PLA Ca. #3661, LEED AP, CLIA, ASLA  
Landscape Architect & Project Manager  
Auburn Recreation District (ARD)  
471 Maidu Drive, Room 200  
Auburn, CA 95603  
Desk: 530-863-4622 Cell: 530-308-9469 E: [mscheele@auburnrec.com](mailto:mscheele@auburnrec.com)



Area in yellow box above represents an approximate 250' x 250' area (1,000 lf). This is the same approximate size as the Ashley Memorial Dog Park.

## **Discussion Item #2. Cover sheet – Wheelchair swings**

**Auburn Area Recreation and Park District Acquisition and Development Committee  
November, 2018; December, 2018**

### **The Issue**

A discussion about adding wheelchair swings to one or more ARD playgrounds. Director Holbrook requested that this item be considered.

### **Background**

Director Holbrook has requested that Board consider the installation of wheelchair swings at one or more ARD playgrounds.

The A&D Committee reviewed this item at the November, 2018 Committee meeting and directed staff to come back with more information.

Staff reached out to some commercial playground manufacturers. Ross Recreation does not provide a wheelchair swing as previously considered. It does offer a “sway fun” attraction. A picture with pricing is attached.

MRC Gametime also does not provide a wheelchair swim, but does provide an Inclusive Whirl merry go-round-type piece of equipment. A picture and pricing information is attached.

Kelvin Fountano with BCI Burke Playgrounds responded with the following email and information:

*The closest we have to ADA accessible swings is our Freedom Swing, which you currently have 2 already installed*

*<https://www.bciburke.com/our-products/product/freedom-swing-seat>*

*I had a chance to do a bit of research. They are available to purchase and install for playgrounds, but, most playground manufactures stay away from the full chair accessible units because of the additional liability. Most systems for kids require adult or rehabilitation staff supervision. One manufacture told me that in the state of CA, gate or fencing is required around the units, but, I also heard from another company that fencing was not required, so, I would have research that a bit more.*

*I listed a few links below for your reference,*

*If you would like me to do more research or link you to company that provides them, let me know*

*Thanks*

*Kelvin*

Pictures and information this type of swing is attached. It should be noted that these types of swings need to be in supervised areas. It appears that this can be accomplished by providing a fenced in area that can prohibit other children from entering when in use.

**Recommendation for the Acquisition and Development Committee**

Review and provide direction.

**Fiscal Impact**

The cost for a “sway fun” is approximately \$20,000+.

The cost for an Inclusive Whirl is approximately \$12,000+

The cost for a swing similar to the IP 15 iSwing has not been received.

**Attachments**

Pictures and info on wheelchair swings and other related equipment.

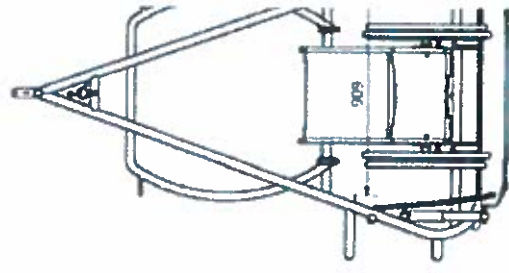
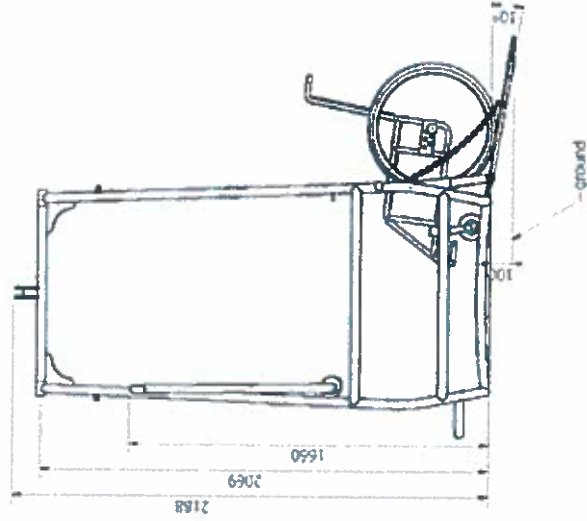
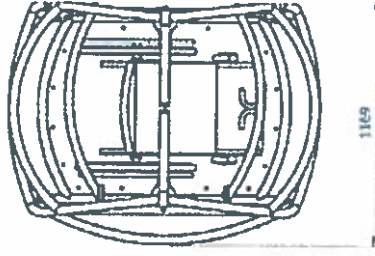
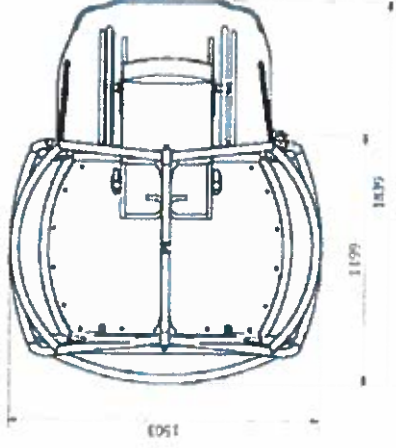
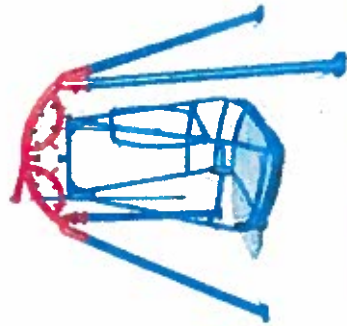


# IP 15 iSwing

## Moving

This unit has been designed for children who cannot easily move out of their wheelchair. It is an essential part of our range as every child has the right to enjoy a wonderful swinging sensation. The rope pull included within the design allows those with the upper body mobility to be able to swing themselves independently.

<b>Activities</b>	Swinging, movement
<b>Features</b>	Wheelchair harnessed swing with ramp Heavy duty steel, for supervised areas
<b>Senses</b>	Vestibular
<b>Age Range</b>	All ages
<b>No. of Users</b>	1
<b>Falling Space</b>	30m <sup>2</sup>
<b>FFH</b>	1m
<b>Materials</b>	Galvanised powdercoated steel, aluminium checker plate flooring
<b>Approx. Weight</b>	230kg



Call us +44(0)131 214 1180  
www.inclusiveplay.com

Data Sheet







*\$10,500  
+ tax + freight*



Inclusive Whirl provides ease of access for people of all abilities with its zero entry design. The whirl surface platform is at ground level with no need for ramps or transfer mechanisms. Inclusive Whirl features bench seating (at transfer height), a large platform surface that exceeds the ADA requirement for turn-around space and handrails for users to grasp while spinning.

### Features and Benefits:

- Zero entry universal design provides easy access for all users
- Fully compliant with ADA/DOJ guidelines for accessibility
- Available in three color combinations: Basic (#6262), Natural (#6263) and Playful (#6264)

Model: 6262  
Fall Height: 1'4"  
Age Group: 5 to 12 Years

Limited Lifetime Warranty on uprights, hardware and connections. Visit [gametime.com/warranty](http://gametime.com/warranty) for full warranty information







\$14,305 + tax, freight  
+ Ramp  
+ Concrete work to ramp



OUR PRODUCTS : FREESTANDING PLAY : SWINGS : FREEDOM SWING SEAT

# FREEDOM SWING SEAT

IMAGES



VIDEO TOUR

DETAILS



*2 of these installed @ new playground  
at Regional Park*

## Key Features:      Approximate List Price: \$857

There's nothing quite like the joy of swinging. The feeling of freedom and flying while the ground fades away and you feel like a bird, like a plane or even a superhero. The Freedom inclusive Swing Seat allows children of all abilities to enjoy the childhood joy of swinging in a safe and secure swing seat created just for them. Pair it with a standard Burke swing beam and accessible surfacing to create an inclusive playspace everyone can enjoy.

\*Contact your local Burke representative for exact pricing based on design specifics to meet your needs. Surfacing, freight, taxes and installation are extra. Specifications and pricing subject to change without notice. For additional information on pricing of equipment, installation, surfacing and freight, please click above or call 1-800-266-1250. International direct dial is 00+1 920-921-9220.

## Customer Service: 1-920-921-9220

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### **Discussion Item #3. Cover sheet – Dog Run Area at Railhead Park**

Auburn Area Recreation and Park District (ARD) Board of Director’s Meeting November, 2018; A&D Committee meeting December, 2018

#### **The Issue**

A discussion about creating a dog run (“Dog Park”) area at Railhead Park. Director Ainsleigh has requested that this item be considered.

#### **Background**

Director Ainsleigh has requested that the Board consider creating a dog run-type area at the northeast end of Railhead Park. Director Ainsleigh has suggested that this area be dragged/raked to remove large rocks and possibly fenced off. The area would be mowed for annual natural grasses, but otherwise would not be irrigated.

The ARD Board of Directors considered this item at the November, 2018 Board meeting and sent it back to A&D for consideration.

ARD Ordinance #1, Section L (2) states the following:

2. Dogs may be permitted on all non-athletic fields while under the control of a competent person and restrained by a substantial chain or leash not exceeding six feet in length. Dogs may be allowed without a leash in areas specifically designated which are posted as such. Specially trained service animals which are being used by totally or partially blind, deaf, hearing impaired or physically or emotionally handicapped persons to aid and/or guide them in their movements shall be permitted in all areas, provided they remain with and are restrained by the people they serve, to include a leash or chain as described above.

#### **Recommendation for the Acquisition and Development Committee**

Review and provide direction.

It was suggested that the area could just be bladed and raked for rocks, with no fencing, thereby reducing the cost of establishing this area.

#### **Fiscal Impact**

The following is a rough estimate of costs:

320 feet of four-foot chain-link fence	\$12,800
Shade structure	\$5,000

#### **Attachments**

Aerial showing area to be considered





Area proposed for fenced dog run

Railhead Park



## **Discussion Item #3. Cover sheet – 24 Acre Property Development and Funding Options**

**Acquisition and Development (A&D) Committee October, 2018; November, 2018; Board of Director's Meeting November, 2018; A&D Committee December, 2018**

### **The Issue**

A discussion about developing the Regional Park "24 Acre" property and ways to fund this development. The A&D Committee requested that this item be considered.

### **Background**

The Auburn Area Recreation and Park District (ARD) purchased 24 acres of land adjacent to Regional Park in September of 2004. The property was purchased from the Placer Union High School District.

In 2010 and again in 2011, ARD applied for a grant from the Statewide Park Program, also known as the Prop 84 grant. This was a competitive grant, with grant funds being awarded to agencies that had the greatest economic and physical needs. ARD's application requested \$2.9 million to develop the 24 acres at Regional Park. Ultimately, ARD was not chosen as a recipient for either of the two grants.

In late 2016/2017, ARD worked with Foothill Associates and the community to come up with a preferred conceptual development plan and a preliminary cost estimate based on this plan. The cost estimate for that plan totaled \$2,425,383. A copy of that plan and the cost estimate are attached.

Per direction from the A&D Committee, staff has gone through the existing 5 year Capital Improvement Project List to see what projects would need to be eliminated or postponed to make Phase I of this development happen. As the 2018/2019 Project List has already been approved by the ARD Board, staff began with FY 19/20 and went forward from there.

Phase I was determined to be all of the infrastructure work, plus the ¾ mile DG walking pathway. The attached cost estimate **highlights** the items that could be considered for Phase II.

The attached Project Lists show the items postponed in **red text**. The amount of money postponed can be seen in the last column. The following assumptions are made:

- 1) That ARD will need to spend \$190,000 to get this project started. This \$190,000 is based on the preliminary estimate provided by Foothill Associates and breaks down as follows:
  - \$30,000 for surveys and geotechnical work
  - \$100,000 for construction drawings
  - \$60,000 for necessary CEQA studies and preparation
- 2) That ARD will only receive \$200,000 in grant funding for the project. That \$200,000 is in the form of the Per Capita portion of the most recent Park Bond. The Per Capita money is guaranteed to each agency.
- 3) That ARD will receive \$150,000 to help pay for the walking trail on the property. This money may come in the form of a donation or from a more formal grant.

- 4) That the proceeds from the sale of the Mt. Vernon Park property will be used for the development of the 24 acres.
- 5) That the \$50,000 annual contribution to the ARD Equipment Fund will be put towards the Future Capital Construction Reserve for three years.

At this point in this review, the development of the 24 Acre property is funded for Phase I. To make this happen, the following projects were postponed:

- Replacement at the front playground at Recreation Park
- Informational kiosks at Regional Park
- Tennis/pickleball court resurfacing at Regional Park
- Regional Park pond “mucking”
- Walking pathway extension at Regional Park
- Splash pool replacement at Recreation Park
- MV Park pond island renovation

### **Recommendation for A&D Committee**

The ARD Board reviewed this plan and gave direction to the committee to continue moving forward.

The next step in the process would be to create an RFP for Landscape/Environmental firms to bid on providing the CEQA review, creation of the construction documents and all related permits and reviews. A copy of the RFP used to create the concept plan is attached (labeled as “SAMPLE”).

It was also suggested at the Board meeting that the committee look at/consider making the parking lot a gravel or permeable surface. District Policy states the following:

#### **XXXVII. Use of Gravel and Pervious Pavement**

The District will consider the use of gravel or pervious (permeable) pavement in its park whenever possible. The purpose of this policy is to assist for flood control and to help the local biome.

As such, this option and cost differences will be explored.

A discussion with ARD grants consultant Doug Houston also needs to occur before moving too far along. Staff has asked Doug to attend an upcoming A&D Committee meeting.

### **Attachments**

24 Acre Preferred Concept Plan

Cost Estimate based on 24 Acre Preferred Concept Plan (proposed Phase II items highlighted)

Project Lists (FY19/20 – FY22/23)

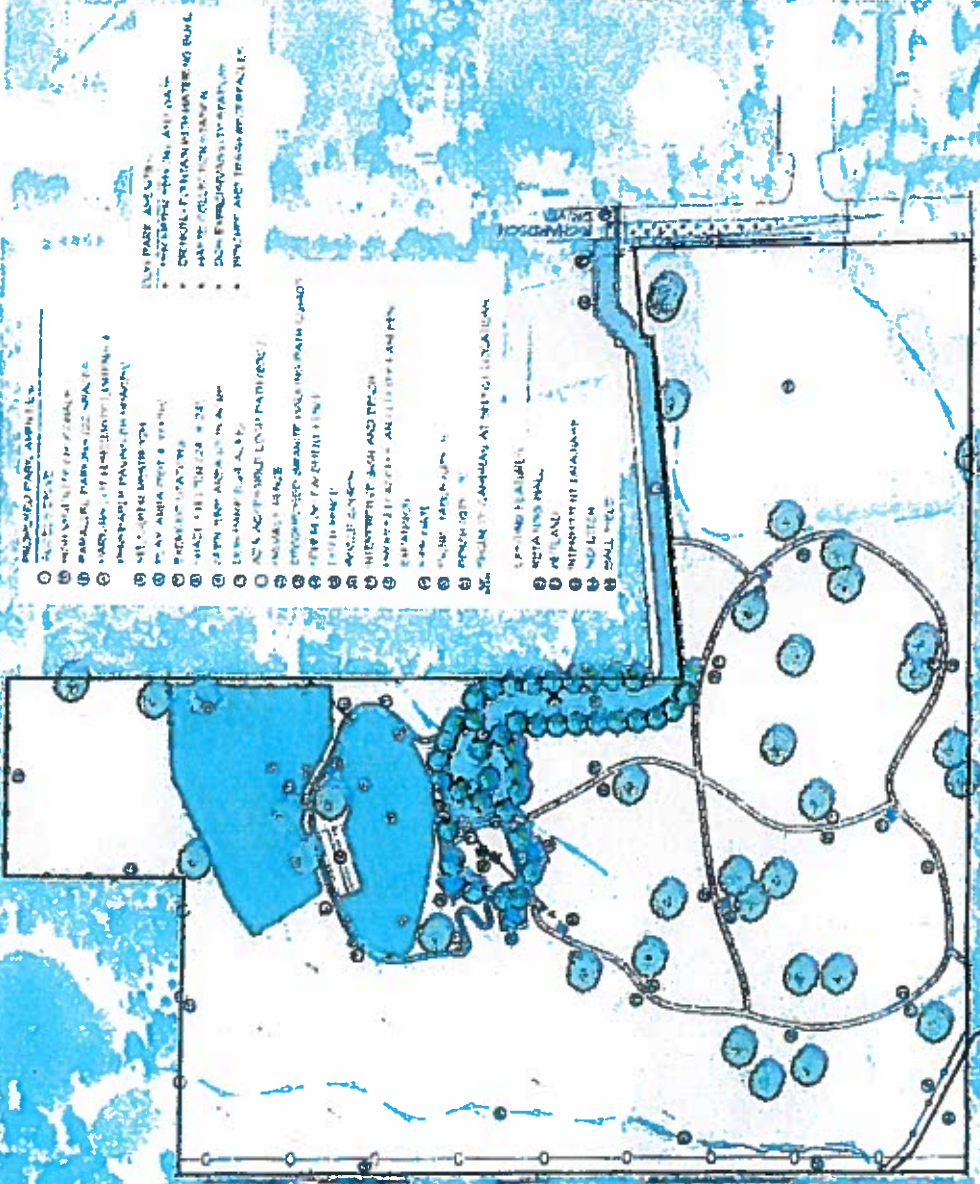
SAMPLE RFP





PREFERRED CONCEPT PLAN

OPEN SPACE PUBLIC SHELTER YOUTH PLAY & TOT LOT EXERCISE EQUIPMENT STAIRS/RAMP TO TRAIL ADA PAIR/DOG PARK



- LEGEND**
- 1. PROPOSED PARK AMPHITHEATRE
  - 2. ADA COMPLIANT TRAIL
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- LEGEND**
- 1. PUBLIC SHELTER
  - 2. YOUTH PLAY & TOT LOT
  - 3. EXERCISE EQUIPMENT
  - 4. STAIRS/RAMP TO TRAIL
  - 5. ADA COMPLIANT TRAIL
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- LEGEND**
- 1. OPEN SPACE
  - 2. PUBLIC SHELTER
  - 3. YOUTH PLAY & TOT LOT
  - 4. EXERCISE EQUIPMENT
  - 5. STAIRS/RAMP TO TRAIL
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DATE: 10/15/10  
 SCALE: AS SHOWN



# ARD Regional Park 24 Acre – Preliminary Cost Estimate

Items highlighted in yellow are considered 2<sup>nd</sup> Phase

## FOOTHILL ASSOCIATES PRELIMINARY ESTIMATE

I. NO.	DESCRIPTION	UNIT	APPR QUANT	UNIT PRICE	AMOUNT
<b>CONSTRUCTION</b>					
1	Mobilization & General Conditions	LS	1.0	\$100,000.00	\$100,000
2	Layout, Const. Fencing	LS	1.0	\$30,000.00	\$30,000
3	Erosion Control	LS	1.0	\$25,000.00	\$25,000
4	Sewer Flushing Branch and Cleanout	EA	1	\$995.00	\$995
5	Sewer MH, 48"	EA	1	\$4,850.00	\$4,850
6	Sewer Pipe 6"	LF	1,000	\$38.00	\$38,000
7	Storm Drain 6"	LF	500	\$35.00	\$17,500
8	Storm Drain 8"	LF	1,000	\$40.00	\$40,000
9	G1 Drain Inlets w/ grate	EA	2	\$2,450.00	\$4,900
10	Storm Drain System Connection	EA	1	\$2,500.00	\$2,500
11	2" SCH 40 PVC Water Pipe (domestic, irrigation)	LF	1,000	\$20.00	\$20,000
12	1" SCH 40 PVC Water Pipe (domestic, potable)	LF	1,000	\$25.00	\$25,000
13	1" Gate Valve (domestic)	EA	2	\$1,500.00	\$3,000
14	Drinking Fountain	EA	2	\$5,000.00	\$10,000.00
15	Electrical conduit, trenching and backfill	LF	800	\$25.00	\$20,000
16	Light Fixture (entry drive & parking lot)	EA	23	\$4,000.00	\$91,333.33
17	Curb Cuts and Type A Conc. Driveway	LF	25	\$155.00	\$3,875
18	Asphalt Paving, 3" (parking lot)	TON	386	\$96.00	\$37,056
19	Aggregate Base, 2" (parking lot)	TON	257	\$45.00	\$11,565
20	Type 2 Vertical Curb & Gutter	LF	2,593	\$50.00	\$129,650
21	Striping - High Visibility Crosswalk	LS	1	\$3,500.00	\$3,500
22	Striping - Parking Lot	LS	1	\$2,500.00	\$2,500
23	Parking Lot Access Gate (pipe style)	EA	1	\$4,500.00	\$4,500
24	Parking Lot Signage	LS	1	\$1,000.00	\$1,000
25	Concrete Sidewalk - 6'	SF	4,980	\$10.00	\$49,800.00
26	Accessible Ramp w/o Domes (6' @ 5% grade)	SF	408	\$30.00	\$12,240.00
27	Concrete Play Area Curb	LF	257	\$35.00	\$8,995.00
28	Concrete Play Area Ramp	EA	1	\$2,100.00	\$2,100.00
29	Handrail	LF	16	\$130.00	\$2,080.00
30	Stairs to Turf (7 steps)	SF	51	\$75.00	\$3,825.00
31	Picnic Tables	EA	5	\$2,000.00	\$10,000.00
32	24' X 24' Shade Shelter	EA	2	\$37,700.00	\$75,400.00
33	Bocce Court	EA	2	\$15,200.00	\$30,400.00
34	6' Sewerline Easement Fence	LF	1,729	\$20.00	\$34,580.00
35	6' Privacy Fence (Opaque)	LF	916	\$23.00	\$21,068.00
36	4' Ditch Fence (Black Coated)	LF	229	\$15.00	\$3,435.00
37	Restroom (18'x24')	EA	1	\$135,000.00	\$135,000.00
38	Children (5-12) Playground	EA	1	\$76,200.00	\$76,200.00
39	Poured in Place Surfacing, including subgrade	SF	4,777	\$14.50	\$69,266.50
40	Dog Park Exercise / Agility 5 Stations	EA	1	\$5,700.00	\$5,700.00
41	Dog Park Perimeter 4' Fence	LF	993	\$15.00	\$14,895.00
42	Dog Park 4' High x 4' Wide Chain Link Gate	EA	1	\$500.00	\$500.00
43	Dog Park Waste Collection Station	EA	1	\$0.00	\$0.00
44	Park Bench w/ Concrete Pad	EA	13	\$1,500.00	\$19,500.00
45	Dog Park Trash Receptacles	EA	2	\$1,500.00	\$3,000.00
46	Interpretive Stand	EA	5	\$800.00	\$4,000.00
47	Interpretive Sign	EA	5	\$1,000.00	\$5,000.00
48	BBQ Grill, Group	EA	2	\$1,500.00	\$3,000.00
49	Culverts	EA	6	\$3,500.00	\$21,000.00
50	Fitness Equipment	EA	5	\$3,000.00	\$15,000.00

**ARD Regional Park 24 Acre – Preliminary Cost Estimate**

**FOOTHILL ASSOCIATES PRELIMINARY ESTIMATE**

<b>I. NO.</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>APPR QUANT</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
51	Decomposed Granite Path	SF	15,840	\$3.00	\$47,520.00
52	Irrigation Rotor System Pop Up	SF	80,712	\$0.85	\$68,605.20
53	Irrigation Spray System Pop Up	SF	2,828	\$1.00	\$2,828.00
54	Soil Preparation and Amendments	SF	83,540	\$0.25	\$20,885.00
55	Turf Planting - Hydroseeding (open turf/dog area)	SF	80,712	\$0.25	\$20,178.00
56	15 Gallon Landscape Trees	EA	40	\$120.00	\$4,800.00
57	1 Gallon Shrubs/Ground Cover/Vines	EA	300	\$15.00	\$4,500.00
58	Bark w/ Weed Fabric (parking planters)	SF	2,828	\$1.00	\$2,828.00
59	Cobble swale	SF	100	\$8.00	\$800.00
60	Maintenance Period -- 90 Days	Ac	24.0	\$3,000.00	\$72,000.00
<b>CONSTRUCTION SUBTOTAL</b>					<b>\$1,497,653.03</b>

ARD Regional Park 24 Acre – Preliminary Cost Estimate

FOOTHILL ASSOCIATES PRELIMINARY ESTIMATE

I. NO.	DESCRIPTION	UNIT	APPR QUANT	UNIT PRICE	AMOUNT
<b>PLANNING AND PERMITTING</b>					
	2% Construction Surveys and Geotechnical				\$30,000.00
	Sewer Annexation Fee (1)				\$32,000.00
	Construction Document Preparation:				\$100,000.00
	60% Construction Documents			\$40,000	
	90% Construction Documents			\$40,000	
	Final Construction Documents			\$20,000	
	Biology & Permitting:				\$294,000.00
	Wetland delineation			\$7,000	
	USACE Nationwide Permit (2)			\$8,000	
	RWB Certification (2)			\$4,000	
	County Tree Ordinance (3)			\$275,000	
	CEQA:				\$52,200.00
	Air Quality Tech Study			\$2,700	
	Cultural Resources Tech Study			\$4,500	
	Enviro Site Assessment Phase 1			\$4,500	
	Noise			\$5,000	
	Traffic			\$3,500	
	Photometric Study			\$10,000	
	IS/MND			\$22,000	
	Construction Management/Monitoring:				\$120,000.00
	Construction Biological Monitoring			\$5,000	
	Construction Monitoring			\$100,000	
	Construction Review and Reporting			\$15,000	
	<b>PLANNING AND PERMITTING SUBTOTAL</b>				<b>\$628,200.00</b>
	20% Contingency				\$299,530.61
	<b>TOTAL ESTIMATED COST</b>				<b>\$2,425,383.64</b>
					<i>2/9/2017</i>

Assumptions:

- (1) Based upon 5 EDUs, no conservation easement.
- (2) Project will result in impacts wetlands.
- (3) Impacts to 90 10" DBH trees @ \$300 per inch. Cost includes mitigation.

**Auburn Recreation District Five Year Project List**

**Working document - how to pay for 24 acres**

**2019/2020**

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	489,738	City Mit.	425,326	Grants	In Kind	Equip. Res.	792,679
<i>Recreation Park</i>													
James Field major renovation	250,000				250,000								
<i>Regional Park</i>													
POT tennis courts	41,500				41,500								
POT for South end Playground	40,000				40,000								
Pickle ball crack repair	17,000				17,000								
<b>24 Acre Preliminary work</b>													
Planning/CEQA	190,000				190,000								
<i>Meadow Vista</i>													
Parking lot reseal/striping	10,000				10,000								
Tennis courts resurface	25,000				25,000								
Pickle ball crack repair	17,000				17,000								
<b>CVCC</b>													
Maidu Dr. repair	25,000				25,000								
<i>Overlook Park</i>													
Restroom ADA upgrades	35,000				35,000								
Planning, Design and CEQA	110,000				70,000			40,000					
<b>TOTAL</b>	<b>760,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>720,500</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Estimated Balance Remaining</b>				<b>25,032</b>	<b>76,618</b>	<b>489,738</b>	<b>385,326</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>792,679</b>

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$60,000 added to FCC Reserve
- Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve
- Note: Assumes \$0/year in Equipment Reserve funds

**Auburn Recreation District Five Year Project List**

**Working document - how to pay for 24 acres**

**2020/2021**

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds	Equip. Res.
Estimated balance										
				30,032	151,618	539,738	395,326	350,000	400,000	842,679
See note										
<b>Front playground</b>										
<b>Recreation Park</b>										
<b>Overlook Park</b>										
Overlook area development	300,000						300,000			
<b>24 Acre Property</b>										
Phase I	1,542,441				152,441	540,000	100,000	350,000	400,000	
<b>TOTAL</b>	<b>1,842,441</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>152,441</b>	<b>540,000</b>	<b>400,000</b>	<b>350,000</b>	<b>400,000</b>	<b>0</b>
<b>Estimated Balance Remaining</b>										
				30,032	-823	-262	-4,674	0	0	842,679

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$75,000 added to FCC Reserve
- Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve
- Note: Assumes \$0/year in Equipment Reserve funds
- Note: assumes \$200,000 from per capita (Prop 68) and \$150,000 from trail grant**

# Auburn Recreation District Five Year Project List

## Working document - how to pay for 24 acres

2021/2022

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind	Equip. Res.
Estimated balance										
				35,032	74,177	49,738	5,326			892,679
<i>Meadow Vista</i>										
Signage	1,200			1,200						
<i>Regional Park</i>										
Pond leak Repair	95,000				95,000					
<i>Regional Park</i>										
<b>Kiosks</b>										
24 acres phase II	425,000									10,000
<b>TOTAL</b>	521,200	0	0	1,200	95,000	0	0	0	0	0
<b>Estimated Balance Remaining</b>				33,832	-20,823	49,738	5,326	0	0	892,679

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$75,000 added to FCC Reserve

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Note: Assumes \$0/year in Equipment Reserve funds



Auburn Recreation District Five Year Project List

Working document - how to pay for 24 acres

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind	Equip. Res.
<i>Regional Park</i>				38,832	4,177	99,738	15,326			942,679
Tennis/pickleball courts surfaces										150,000
Pond mucking										75,000
Walking pathway extension, Dry Creek end										265,000
Recreation Park										300,000
Spray park (replace splash pool)										100,000
Meadow Vista Park										890,000
Pond Island renovation										
TOTAL	0	0	0	38,832	4,177	99,738	15,326	0	0	942,679
Estimated Balance Remaining										

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$25,000 added to FCC per year

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Note: Assumes \$50,000/year in Equipment Reserve funds

## **Discussion Item #2. Cover sheet – Fenced Dog Run Area at Railhead Park**

Auburn Area Recreation and Park District (ARD) Board of Director's Meeting November, 2018

### **The Issue**

A discussion about creating a fenced dog run ("Dog Park") area at Railhead Park. Director Ainsleigh has requested that this item be considered.

### **Background**

Director Ainsleigh has requested that the Board consider creating a dog run-type area at the northeast end of Railhead Park. Director Ainsleigh has suggested that this area be dragged/raked to remove large rocks and fenced off. The area would be mowed for annual natural grasses, but otherwise would not be irrigated.

### **Recommendation for the Board of Directors**

Review and provide direction.

### **Fiscal Impact**

The following is a rough estimate of costs:

320 feet of four-foot chain-link fence	\$5,000
Shade structure	\$5,000

### **Attachments**

Aerial showing area to be considered



**AUBURN RECREATION AND PARK DISTRICT**

**REQUEST FOR PROPOSAL**

for

**PLANNING SERVICES  
ENVIRONMENTAL CONSULTING SERVICES  
LANDSCAPE ARCHITECTURAL SERVICES**

January 21, 2016

FOR THE PLANNING AND CONCEPTUAL DESIGN OF THE FOLLOWING PROJECT:

**REGIONAL PARK 24 ACRES PROPERTY**

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**PROPOSAL DUE BY**

**MARCH 1, 2016  
5:00 PM  
471 MAIDU DRIVE  
AUBURN, CA 95603**

For further information, please contact:

Pamela Vann  
Landscape Architect, #4674  
(530) 885-0611 x 107  
Fax: (530) 885-0703

Email: [pvann@auburnrec.com](mailto:pvann@auburnrec.com)

## REQUEST FOR PROPOSALS

For

### Planning, Conceptual Design and Environmental Consulting Services

January 13, 2016

The Auburn Recreation and Park District (ARD) is requesting proposals for planning, conceptual design and environmental consulting services from interested firms. The successful firm will be employed for the project described below in Section IV. If your firm wishes to submit a proposal for this project, please submit two copies of your completed package to:

Pamela Vann  
Landscape Architect #4674  
471 Maidu Drive Ste. 200  
Auburn, CA 95603  
[pvann@auburnrec.com](mailto:pvann@auburnrec.com)

Proposals are due at the ARD District office (see address above), no later than 5PM March 1, 2016.

#### I.

### INTRODUCTION AND SETTING

ARD desires to develop the vacant approximate 24.4 acre parcel on Richardson Drive at Regional Park. This property, typically referred to as the "24 acres site" was purchased in 2004 from the Placer Joint Union High school District. The site includes an approximate 4.8 acre area that is developed and known as "Field C". APN for the parcel is XXXXXXXXXXXX. The address at Regional Park is 3770 Richardson Drive, Auburn, CA. Please refer to the attached aerial exhibit in Appendix One. The District wishes to improve the property to complement the existing Regional Park and to include amenities that expand the recreational opportunities ARD offers to the public.

To proceed with the project, ARD's District Administrator (or his designated appointee) will evaluate interested firms and recommend one firm to serve ARD through the planning, selected studies, public input workshop, conceptual design and preliminary cost estimate of the project. Responses to the RFP will be used to evaluate the firms for recommendation to the ARD Board of Directors.

### SETTING

All work will be coordinated with designated ARD employees.

This RFP has been prepared with the philosophy that the firm selected will provide all required services. This is expected to include, among other items, those responsibilities listed in Section IV.

**IMDEMNIFICATION NOTICE:** All parties are hereby notified that under ARD's contract for services contemplated under this request for proposal and, to the furthest extent allowed by law, consultant firm shall indemnify, hold harmless and defend ARD and ARD's officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage), and from any and all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation expenses) that arise out of, pertain to or relate to the

**negligence, recklessness or willful misconduct of the consultant firm, its principals, officers, employees, sub-consultants, agents or volunteers.**

SAMPLE

## II. PROPOSAL PROCESS

No preference will be given to any firm on the basis of contracts other than proposals submitted in response to this RFP and the subsequent selection process.

Proposals will be used to evaluate firms in an initial screening round. Firm interviews, visits to recent projects, and discussions with clients may be used (at the discretion of ARD) to identify a firm to be recommended for selection by the ARD Board of Directors. The screening committee may include ARD Board members, and others. Final selection will be made by the District Administrator subject to approval by the ARD Board of Directors.

All proposals received by the deadline will be reviewed by ARD for content, completeness, experience and qualifications. After those firms deemed the most qualified are selected in the initial round of screening, further evaluation of the selected firms may be conducted as part of the final selection process.

ARD reserves the right to select the firm which, in its sole judgement, best meets the needs of the District.

*Firms wishing to tour the 24 acre parcel at Regional Park are invited during the site visitation field trip scheduled for February 16, 2016 9:30 AM.*

*We will meet at Regional Park, 3770 Richardson Drive, at the entrance to the existing gym for a brief question and answer session before starting the walking tour. Cameras, video etc. are welcome at your option. PLEASE: so that we may prepare for your attendance, RSVP by phone to (530) 885-0611 x102 or by email to Pat Larson ([plarson@auburnrec.com](mailto:plarson@auburnrec.com)) and let us know your firm name and approximately how many people to expect. Firms unable to attend will be mailed any materials handed out at the site tour. Please wear appropriate field clothing as the terrain is uneven.*

*If you cannot attend the February 16, 2016 site tour and feel you need to look at the site or other existing conditions to complete your proposal, please call to discuss special arrangements.*

### TIMELINE

Proposals are due in ARD's office, 471 Maidu Drive Auburn CA 95603 no later than 5PM March 1, 2016. Proposals may NOT be submitted by facsimile transmitter ("fax"). Late proposals are unlikely to be accepted, however, ARD reserves the right to make individual exceptions.

It is anticipated that the screening process will occur in March 2016 as shown below in the summary timeline, but contracts will not be issued until April 2016 at the earliest. The selected firms will be asked to sign an ARD approved professional services contract. Please refer to the project timeline found on the next page.

## ESTIMATED KEY DATES PROJECT SCHEDULE

DATE	PROJECT PHASE
February 2, 2016	Request for Proposals issued
February 16, 2016	Site Tour – 9:30 AM
March 1, 2016	Proposals Due
March 15-17, 2016	Firm Interviews
March 22, 2016	District Administrator Reviews Recommendations
March 30, 2016	District Board Awards Contract
April 15, 2016	Personal Services Agreement signed
May 2, 2016	Attend Pre-Development Meeting with Placer County
May 10, 2016	Initial Project Meeting, Start of Work
June 17, 2016	Completion of site studies: (topography survey, tree inventory)
July 5, 2016	Illustrative preliminary concept plan for public input completed
July 12, 2016	Public Focus Groups/public input workshop(s) completed
August 2, 2016	Conceptual Plan and Preliminary Cost Budget to ARD Staff
August 16, 2016	Presentation of Conceptual Plan to public and A&D Committee
September 6, 2016	Conceptual Plan Refinement
September 13, 2016	2 <sup>nd</sup> Presentation of Conceptual Plan to A&D and public
September 29, 2016	Presentation of Conceptual Plan to Board of Directors
October 27, 2016	Approval of Conceptual Plan by Board of Directors

### PRODUCTS AT COMPLETION OF PHASE ONE CONCEPTUAL PLANNING PHASE PROJECT:

**TOPOGRAPHIC SURVEY, TREE INVENTORY, PRE-DEVELOPMENT MEETING DATA FROM PLACER COUNTY, SUMMARY PUBLIC INPUT/FOCUS GROUPS, CONCEPTUAL PLAN, PRELIMINARY COST ESTIMATES, IDENTIFICATION OF GRANT OPPORTUNITIES**

**Project Completion: November 1, 2016 (9 months)**



### III. SELECTION CRITERIA

Proposals submitted in response to this RFP will be evaluated on the following criteria: Specific questions are listed in Section V. Section V contains detailed information requested by ARD. Please note the cautionary requirements statements included at the end of Section V.

The successful firms or firm will demonstrate through its proposal that it has carefully studied the District's expectations as stated in the RFP. The proposal, presentation of completed projects, and interview must show that the firm has the professional capability and personality to be a full service consultant who will oversee the procurement of deliverables.

Selection criteria include:

- Approach project firm will bring to project
- Previous experience with a public agency
- Experience with similar projects
- Firm's knowledge of applicable agencies and regulations
- Experience with Placer County Airport Overlay approval process
- Firm's design process
- Individual strengths of team members, including sub-consultants
- Knowledge and experience with CEQA on similar projects
- Knowledge and experience with Placer County MUP
- Capacity and commitment to provide design services to client
- Experience conducting public input workshops/focus groups
- Proven experience related to project management responsibilities
- Firm's professional reputation: timeliness of work, client relationships, accuracy of cost estimates
- Responsiveness to the RFP – breadth and quality of response
- Ability to meet the District's projected timeline

### IV PROJECT DESCRIPTION

The project is listed below with a brief background and narrative description. This reflects currently identified conditions and may be amended by ARD.

#### Background Information

The project site is located in north Auburn on Richardson Drive, adjacent to Regional Park and specifically the area of the park known as "24 acre site".. Approximate property size is 24.4 acres (including Field C) situated in the Northwest Quarter of Section 29, Township 13 North, Range 8 East M.D.M. in the unincorporated area, County of Placer. See "Resultant Parcel Exhibit" dated July 1, 2004 which is part of the Grant Deed (Exhibit B) created when ARD purchased the property from the Placer Joint Union High School District. It was originally part of the Chana property where Chana High School is located. A small portion of the NID canal is located in the southwest corner.

Regional Park is ARD's largest developed park (+/- 66 acres) located at 3770 Richardson Drive. The main park is located across Richardson Drive from the 24 acres. Field C is part of the 24 acre parcel. This is a developed baseball field that has been in use by ARD for many years. Originally ARD leased the property from the school district. Property lines were redrawn during the sale transaction with the school district and Field C was incorporated into the land purchase. Please refer to an aerial exhibit found in Appendix One showing Regional Park, Field C and the 24 acres.

ARD has granted to NID a spill easement onto the property. Please refer to a copy of this document in Appendix One. This is the hydrologic source of the seasonal seepage swale found on the site. The NID canal is shown on "Exhibit B" that is part of the Grant Deed documents.

The parcel exhibit document created at the sale transaction shows the revised, new property boundary. A "proposed public utilities & access easement width to be determined.." is noted on this map. This easement is with the school district and has been determined to be a maximum of 40' wide. It is intended for access and utility connections to Richardson Drive. Prior to purchase of the property, and as part of the purchase agreement with the school district, ARD obtained a letter from Placer County dated July 2, 2004 stating that development of a public park on the parcel would be consistent with the County's General Plan and the Auburn-Bowman Community Plan. Development of a park will require a use permit (MUP) and environmental review (CEQA). A copy of this letter is found in Appendix One.

The site is currently in an undeveloped state. The site is sloping and heavily treed. Seasonal seepage wetlands are located along the western boundary feed by the occasional overspill of the NID canal that traverses the southwest corner.

The southern property line is bordered by the Timberline project, which is a future senior housing complex that is planned by Western Care Construction. Originally, the owners of the Timberline project proposed wetland mitigation on the ARD parcel. This was to be mitigation for wetland impacts on the Timberline site, and an enhancement project to the seepage wetlands that exist on the ARD 24 acre site. In exchange for allowing the mitigation to occur on ARD property, Western Care Construction agreed to build a looped walking trail on the 24 acre site. This is to be a decomposed granite surface trail. Please refer to Appendix One for a preliminary trail layout exhibit created by Land Architecture. Since this agreement was made, Western Care has altered their mitigation scenario and no longer proposes to bank their mitigation on ARD's 24 acres. However, the agreement to construct the looped trail still exists. ARD expects the alignment of this trail to respond to new site planning provided during the completion of the conceptual plan. ARD will provide access to background documents to assist in incorporating the trail into the new concept plan for the 24 acres. Construction of the loop trail is to occur when the first phase of the Timberline project is built. Timeframes for the first phase of the Timberline project are unknown at this time.

The project site is in the Auburn Municipal Airport overlay zone. The project parcel is located in the C1 and C2 zones. Outdoor group recreation is considered a "conditional" compatibility. Any improvements proposed on the property must be reviewed by the airport commission. Please refer to the attached map and excerpts from the Placer County Airport Land Use Compatibility Plan (Adopted 2014).

### Conceptual Plan and Studies

ARD desires to improve the project site into developed park space. A preliminary design program for the site includes: large natural surface multi-purpose sports field, parking, restroom, shade shelter, playground, picnic areas, natural surface loop trail and preserved wetlands. A sample concept site plan is included in Appendix One to illustrate the District's current vision for the property. The property is located adjacent to existing residential development to the west and north boundaries. ARD wishes to work with residents and interested parties in a vision for the property. An important component of the conceptual planning will be to hold a public workshop where people can come and share their vision and any concerns regarding the development of this property into usable park space. ARD is looking for a consultant who has experience conducting public input workshops.

Currently, ARD does not have accurate topographic or tree inventory data for the site. A wetland determination may be available from Western Care Construction. This needs to be confirmed. ARD feels that

including a topographic survey and tree inventory are critical tools needed to provide a basis for sound site planning and are looking for a firm whose team can provide these services and products.

This project consists of the following scope of service. Additional services may be included as need and budget allows:

- Coordinate and attend a pre-development meeting with Placer County;
- Topographic survey;
- Tree inventory;
- Identify needed studies and reports for the project site that will need to be completed in the future to take the project through planning, CEQA and construction documents/specifications. Attach a cost estimate to identified services and products;
- Conduct one public input workshop and provide summary documentation. Prepare necessary exhibit materials for the workshop;
- Meetings with ARD staff to review workshop results, completed studies and begin conceptual plan;
- Creation of conceptual plan;
- Attendance/presentation of plan at two A&D Committee and one ARD Board of Directors meeting;
- Identification of potential grant opportunities.

## V. RESPONDING TO THIS RFP

It is the desire of ARD to receive accurate and easily comparable information on all interested firms. We have structured this RFP process in a way which allows for variation in proposals while asking all respondents to provide needed basic information. The process should not get in the way of your proposal and we do not expect flashy or very lengthy proposals. Proposals should be but are not required to be presented in an 8.5" x 11" size.

Further, we ask that the proposal be prepared and submitted by the individual consultant or teams of individuals who will be directly involved with our projects. We respect senior partners but very much want to meet with the people with whom we may work on a long-term basis. We ask that the individual or individuals who will have the greatest on-site presence be identified and serve as the firm's representative during the selection process.

### 1. Cover Letter/Letter of Interest

Indicate name of lead consultant who will serve as contact for your firm and be ARD's project contact throughout the project. Please state firm name, address of office submitting proposal (also include address of main firm office if proposal is submitted by a branch office), telephone number, e-mail, fax number, type of firm (e.g., corporation, partnership, proprietorship), and California license number.

### 2. Firm Organization/Credentials/Professional Experience

Please provide a brief description of your firm including number of years in business, professional experience with public agency design projects, significant other design work, types of design services provided including on-staff consultants, number of employees, whether plans will be drafted by hand or on a CAD system.



Also identify the office(s) which will perform the work including a description of responsibilities for each office if multiple offices are involved. If multiple offices of a single firm or multiple firms will be involved in the design process, please include an organizational diagram and narrative clearly and concisely explaining the roles of each office and the management structure used by the project consultant to coordinate all aspects of the project.

### 3. Project Team

Identify the following key members of the project team and state their experience and qualifications:

- \* Principal/Partner in charge
- \* Project manager/lead consultant
- \* Associated team members and sub-consultants
- \* Consulting engineers

Personnel identified for these positions are expected to be involved throughout the life of the project. The project lead consultant will be responsible for coordination and communication with the ARD and for coordinating the work of all members of the project team.

### 4. Firm Resources

Please describe any special strengths your firm will bring to the project that are not elsewhere stated in your proposal. We are especially interested in your firm's experience working with the public and ability to manage the project through site studies, public input and design processes.

Please indicate for your firm's last three similar public work design/planning projects.

### 5. Financial/Insurance

Indicate amount of errors and omissions insurance coverage. Indicate amount of professional liability insurance coverage.

Describe how your firm's fees for professional services are calculated. Discounts from these rates will be favorably reviewed by ARD.

### 6. Examples of Relevant projects

Please describe at least three projects which you feel demonstrate your firm's ability to accomplish this project. Refer again to Section III for selection criteria. Brevity will be appreciated. All documents must fit into an 8.5" x 11" format; diagrams no larger than 11" x 17" are acceptable if folded. Please include at least one photograph of each project (please, no slides).

### 7. Client References

Please list at least four recent (past five years) clients for whom your firm has provided similar work. Please include a contact person's name, telephone number, and identify project.

### Cautionary Statements:

1. Direct contact with members of the ARD board: Respondents are warned that any direct contact with a member of the Board regarding a proposal is likely to result in that firm's disqualification from the process.

2. **Site visitations/calls:** Respondents are reminded of the date when the site will be available for a field trip lead by ARD personnel. Those individuals or firms interested in visiting at other times should contact **Pamela Vann, (530) 885-0611 x107.**

Sufficient information has been presented in this RFP to submit a proposal. We ask that firms direct all questions to **Pamela Vann** and not contact other ARD staff directly. These individuals are not directly involved in the RFP process but will be involved in the design process.

## APPENDIX ONE

### EXHIBITS:

1. AERIAL MAP SHOWING REGIONAL PARK AND 24 ACRE SITE
2. RESULTING PARCEL EXHIBIT B FROM GRANT DEED PURCHASE OF 24 ACRES
3. SPILL EASEMENT WITH NID
4. PLACER COUNTY LETTER
5. TRAIL ALIGNMENT PROPOSED
6. SAMPLE CONCEPT PLAN
7. EXCERPTS FROM THE PLACER COUNTY AIRPORT LAND USE COMPATIBILITY PLAN

2018/2019 PROJECT ACTIVITY REPORT		UPDATED 11/11/18	
PROJECT	EST. COST	NOTES	EST. COMPLETED
<b>RECREATION PARK</b>			
Sierra Pool Re-Plastering (2017/2018)	185,000.00	Project is substantially complete and staff will be arranging a walk-through prior to acceptance the week of November 12th.	OCTOBER 2018
Bleacher Shade Structure (2017/2018)	150,000.00	Project, including the surrounding fence work and some additional fencing safety modifications, is completed.	MAY 2018
<b>PLACER HILLS POOL</b>			
ADA Path of Travel (2016/2017)	10,000.00	Minor sidewalk repair to be done in-house in the off season	NOVEMBER 2018
<b>REGIONAL PARK</b>			
Regional Park South Play Structure and ADA ramp (2017/2018)	170,000.00	Playground installation is nearly complete with walk-through being done the week of November 12th. Wood chip installation and removal of the construction fencing should occur the week of November 19th. Staff also preparing construction documents for a concrete ramp to be installed from parking lot to play structure for ADA compliance. The new play structure will be built first.	OCTOBER/NOVEMBER 2018
AC Pathway Repairs Project (2017/2018)	55,000.00	Project completed.	AUGUST 2018
Dry Creek Picnic ADA parking and path improvements (2015/2016)	15,000.00	Project completed.	AUGUST 2018
ADA Path of Travel Tennis Courts (2018/2019)	41,500.00	Staff to design ADA access improvements in Spring 2019 with bidding and construction to follow in Summer.	JUNE 2019
Irrigation Pump Improvements (1. Inlet Flume Gate Valve 2. Pump 3. Filter) (2017/2018)	90,000.00	Attempting to fix this old pump has caused or revealed problem after problem. Staff and irrigation consultants are now recommending abandoning the old pump and installing a new system. Staff was directed by the Board to and is obtaining quotes and system comparisons for a new system and hope to have it in place before next spring.	WINTER 2018
Security Cameras at Gym/Lakeside (2018/2019)	25,000.00	Project has been completed.	JUNE 2018
<b>OVERLOOK PARK</b>			



Restroom ADA Upgrades (2018/2019)	25,000.00	Staff planning on hiring consultant to prepare construction documents in the Fall with Spring 2019 bidding and construction.	APRIL-2019
Planning and CEQA (2016/2017)	90,000.00	Project to be pushed back due to review delays at USBR	TBD
<b>CVCC</b>			
Bike Park - Design, CEQA, NEPA etc. (2014/2015)	100,000.00	The signed FONSI (Finding Of No Significant Impact) from the USBOR was finally received July 2nd.	JULY 2018
Bike Park - Construction (2015/2016)	175,000.00	Staff met with the consultant 10/30 and will be assisting them with final designs of the jump area, pump track and strider track as well as providing feedback and costs for the project cost estimate. Goal is to have 90% construction drawings ready by the end of November/early December. At the 90% stage, project plans will be submitted to USBOR for their review & comment. After this all final comments will be incorporated into the bid docs and the project will be taken to the 100% stage, any required permits will be obtained and then put out to bid.	BID JAN/FEB 2019, CONSTRUCT SPRING 2019
Maidu Drive Repair (2018/2019)	50,000.00	Staff has obtained a scope of work and budget cost estimate to re-pave the "ARD Section" of Maidu Drive. Estimate came in at approximately 115K which is lower than previously thought. Hopefully this will help spur the project ahead with BOR and State Parks chipping in with the ARD 50K pledge and allowing the project to be put out to bid and constructed. ARD has pledged to put forward 50K towards the project.	TBD
<b>MEADOW VISTA PARK</b>			
ADA Restroom Interior Renovation (2017/2018)	60,000.00	Project has been completed and restrooms have been opened back up to the public.	MARCH/APRIL 2018
Parking Lot Re-seal/Re-Stripe (2018/2019)	10,000.00	Parking lot maintenance project is planned for Spring 2019.	MARCH 2019
<b>OPERATION AND DEV. PLAN</b>			
CEQA/NEPA (2014/2015)	25,000.00	USBR Approved the document in June and District Board approved in July.	JULY 2018
<b>ARMED FORCES</b>			
<b>PAVILLION/GARDEN</b>			
Site Improvements (2017/2018)	10,000.00	Funding for this project is on hold pending information from associated non-profit.	TBD
<b>MULTI-PARK ITEMS</b>			



Streambed Alteration Agreement (2016/2017)	44,000.00	The Draft Vegetative Management Plan (S/MND (Initial Study/Mitigated Negative Declaration) has been received from the environmental consultant and is being sent to the A&D and Board meetings this month for review.	TBD
Carry over projects from 2017/2018 list in YELLOW			
<b>Fiscal Year Projects Total:</b>	1,330,500.00		