



**Meeting Date: April 6, 2020**

**Agenda Item: 5.3**

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Approval of a Task Order for the San Lorenzo Creek Trail Master Plan

**Executive Summary:**

The Board of Directors will consider approval of a task order with Wallace, Roberts, and Todd, Inc. (WRT) for the San Lorenzo Creek Trail Master Plan project.

**Financial Impact:**

The Three-Year Capital Improvement Plan 2017-2020 (CIP) includes \$15,000 in the San Lorenzo Creek Trail Project (CIP No. 2-135). Those funds were expended for grant writing services for the ATP grant application submitted in 2019. Additional funds would need to be allocated to cover the cost of development of the trail master plan, grant writing services, and staff time to develop the master plan for ATP grant submission in 2020. The additional funds could be allocated from the Measure F1 Bond Reserve fund.

Current Reserve funds:	\$1,029,963
<u>Reallocation to SLCT:</u>	<u>\$ 250,000</u>
Reserve balance:	\$ 900,194

San Lorenzo Creek Trail (CIP No. 2-125):	\$ 15,000
<u>From Reserve:</u>	<u>\$ 250,000</u>
Total San Lorenzo Creek Trail (CIP No. 2-125):	\$ 265,000

**Staff Recommendation:**

By motion, authorize the General Manager to approve a task order with Wallace, Roberts, and Todd, Inc. (WRT) for the San Lorenzo Creek Trail Master Plan project.

**Description of Item:**

On November 4, 2019, the Board of Directors approved a task order with Wallace, Roberts, and Todd, Inc. (WRT) to prepare the District-wide Trails and Open Space Master Plan (TOSMP). The TOSMP will look at the overall trail system within the District and provide a high-level framework and planning direction. Within the District's trail system there are four major trails that will require individual master plans to more fully develop conceptual plans, trail alignments, trail standards, partnership opportunities, and funding strategies - Foothill Trail, San Lorenzo Creek Trail, Eden Greenways, and Shoreline Trails.

The proposed San Lorenzo Creek trail will run in a generally east-west direction along the San Lorenzo Creek from Don Castro Park in the east to the Bay Trail in the west.

WRT submitted a proposal to provide professional services to develop the San Lorenzo Creek Trail Master Plan in the amount of \$154,744. The scope of services includes:

- Performing site analysis and identifying opportunities and constraints;
- Developing a conceptual San Lorenzo Creek Trail Master Plan showing proposed trail alignment and characteristics for review and comment;
- Developing the draft San Lorenzo Creek Trail Master Plan;
- Presentations to the HARD Board of Directors;

- Environmental review which assumes a Mitigated Negative Declaration (MND) supported by an Initial Study (IS); and
- Final San Lorenzo Creek Trail Master Plan for Board approval.

**ATTACHMENTS:**

Description	Upload Date	Type
WRT - Task Order 9	3/26/2020	Exhibit