



PROGRAM REPORT BOARD OF DIRECTORS MEETING

DATE: November 13, 2017

TO: Honorable Board of Directors

FROM: Paul McCreary, General Manager

SUBJECT: Approval of Task Order for Via Toledo Park
Prepared by Meghan Tiernan, Capital Planning and Development Director

EXECUTIVE SUMMARY: The Board will consider approval of a Task Order with BFS Landscape Architects to provide professional design service for the Via Toledo Park project.

FINANCIAL IMPACT: The Three-Year Capital Improvement Program 2017-2020 includes Measure F1 Bond funds for the Via Toledo Park Projects (CIP No. 6-003). There are sufficient funds for the proposed design fees for this project.

RECOMMENDATION: Staff recommends the Board of Directors receive a presentation from Staff and approve a Task Order with BFS Landscape Architects to provide professional design services for the Via Toledo Park project.

DESCRIPTION OF ITEM:

Via Toledo Neighborhood Park is a new planned 2-acre neighborhood park located at the corner of Via Toledo and Hacienda Drive in San Lorenzo. The District purchased the property in 2010 and subsequently demolished an existing church building and parking lot. The site is currently vacant.

The Via Toledo Park Master Plan was approved by the Board of Directors on June 13, 2016. The master plan was developed with community input from public meetings held in November 2015 and January 2016. The proposed improvements include a multipurpose lawn, half-court basketball, play areas, fitness equipment, picnic areas, plaza and shade structure, pathways, seating, landscape and irrigation. An optional restroom building was included in the master plan but has been deleted from the project. The District desires to proceed with development of construction drawings and construction of the new neighborhood park.

Staff solicited proposals from qualified firms on the On-Call Landscape Architectural services. On October 27, the District received three proposals. Upon review and comparison of the submittals and proposed fees Staff determined that the proposal received from BFS Landscape Architects provides the required expertise and scope of services. Design services include development of design development plans, construction plans and specifications for bid, bid assistance, and construction support services necessary to complete the park. Therefore, Staff recommends the Board authorize the General Manager to approve Task Order No. 1 with BFS Landscape Architects to provide professional design services for Via Toledo Park (CIP No. 6-003) in the amount of \$202,510.00.

**STAFF REPORT
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NOTICING REQUIREMENTS/PUBLIC OUTREACH: n/a

ATTACHMENTS:

1. Task Order No. 1 – Via Toledo Park (CIP No. 6-003)