

STAFF REPORT

City Council Business Item

DATE: October 17, 2022

TO: Honorable Mayor and Council Members

FROM: Brendan Byrd, Public Works Director/City Engineer

THROUGH: Merritt Perry, City Manager

SUBJECT: Project Update and Award of a Professional Services Contract for Newburg Park Expansion Project

STAFF RECOMMENDATION:

Receive staff presentation and recommendation and authorize the City Manager to award a Professional Services Contract for the Newburg Park Expansion Project to Ontiveros and Associates, for a total contract value not to exceed \$92,500.

EXECUTIVE SUMMARY:

In 2022, the City purchased the vacant 8± acre parcel adjacent to Newburg Park from the Eel River Valley Community Center Foundation, with Prop 68 Per Capita funding from the State.

Staff have worked with a landscape architect to develop a master plan for incorporating the new land into Newburg Park that would include new amenities to the park including full size soccer fields, a skate park, basketball courts, trails, and additional playground, parking, and bathroom facilities. Unfortunately, the City has not been successful in obtaining grant funding for the project to date.

Despite lack of success with obtaining grant funding, staff have been compelled to advance the project using available City funding to include as many improvements as possible, although focused on the near-term goals of providing additional parking, soccer facilities, and trails. The concept for incremental project development as funding allows was shared with the Measure E Committee last year, the committee allocated for this fiscal year to advance the project.

In 2022, a topographic survey for the park by Ontiveros and worked with Ponte Landscape Architecture (PLA), to update the concept design. Updating the concept was necessary given that that since the time of the original layout the bike park has been paved and turned into a permanent feature in the location previously being considered for soccer fields. The updated concept has been included as Attachment A and includes the bike park in its current location.

Staff requested that Ontiveros and Associates, one of the City's on-call engineers, provide a scope of work to produce design plans, specifications, and cost estimates for the park so that the improvements can be completed in phases taking into account the long-term plan for the site. The scope of work received will provide for construction plans that include drainage improvements, the addition two new high school regulation soccer fields, one smaller soccer field, a new parking

lot off of Rohnerville Road with approximately 130 parking spaces, new prefabricated bathrooms and a snack shack, walkways, patios, and utilities that would connect the main amenities. The scope of work that was developed by Ontiveros and Associates, which has been negotiated and reviewed with City staff, is included as Attachment B.

Staff has reviewed the proposal from Ontiveros and Associates and feels that it is reasonable and that Ontiveros and Associates are well-qualified to complete the project. Additionally, they have been involved in various other projects on or near the site including the new McLean Foundation Campus, the 4-6 Water Intertie Project, and the recently completed topographic survey. Their familiarity with the project site and surrounding infrastructure provides a level of familiarity that will help deliver the project efficiently.

If awarded staff would execute a contract task order with Ontiveros and Associates under the on-call contract. Staff anticipate design taking place through the winter, and determining project phasing and bidding by the spring of 2023.

Once the design is complete, the City can identify phases to complete as budget becomes available, from either City sources or other grant programs.

FINANCIAL IMPACT:

The project currently has \$500,000 in allocated budget the current fiscal year from Measure E, Fund 101. This fund will be used to cover the proposed work. Any unused funds will be used in the future for project construction.

Full project construction per the proposed design plans will require funding in excess of the remainder noted above, and staff will continue to work to identify additional project funding sources.

RECOMMENDED COUNCIL ACTION:

1. Receive staff presentation and review Council questions with staff
2. Open Public Comment
3. Close Public Comment
4. Authorize the City Manager to award a Professional Services Contract for the Newburg Park Expansion Project for a total contract value not to exceed \$92,500. Voice vote.

ATTACHMENTS:

- Attachment A – Updated Newburg Park Expansion Concept Design
- Attachment B – Ontiveros Scope of Services and Fee