

MARIN COUNTY  
PARKS  
PRESERVATION • RECREATION

April 29, 2014



· OPEN SPACE DISTRICT  
· REGIONAL PARKS & PATHWAYS  
· COMMUNITY PARKS  
· LANDSCAPE SERVICES

Board of Supervisors  
County of Marin  
Marin County Civic Center  
San Rafael, California 94903

**SUBJECT: REQUEST TO APPROVE PLANS AND SPECIFICATIONS  
AND AWARD CONTRACT FOR STAFFORD LAKE BIKE  
PARK PHASE I, WITH FISCAL ADJUSTMENTS AS  
DESCRIBED IN STAFF REPORT**

Linda Dahl  
DIRECTOR & GENERAL MANAGER

Dear Supervisors:

**RECOMMENDATION:**

Marin County Civic Center  
3501 Civic Center Drive  
Suite 260  
San Rafael, CA 94903  
415 473 6387 T  
415 473 3795 F  
415 473 2495 TTY  
[www.marincountyparks.org](http://www.marincountyparks.org)

1. Increase revenue and expenditure appropriations in Fund 27900, Fund Center 5200990007, Stafford Lake Bike Park, in the amount of \$592,850, including request for approval of bridge funding of \$176,667 from the General Fund to be repaid over the next two fiscal years as remaining sponsorship commitments are received.
2. Approve project plans and specifications for construction of Stafford Lake Bike Park, Phase I.
3. Authorize the project to be open for bidding from April 29 to May 29, 2014.
4. Order the Clerk of the Board to advertise the project twice in a local newspaper, the first time on May 3, 2014, and the second time on May 9, 2014.
5. Set the bid opening for 2:00 p.m. on May 29, 2014, in Suite 260 of the Marin County Civic Center.
6. Award the contract on terms and conditions in the attached contract, and authorize the Director of Marin County Parks to execute the construction contract with the lowest responsible bidder in an amount not to exceed the engineer's estimate of \$502,450.
7. Approve a construction contingency not to exceed \$50,245.

**SUMMARY:**

In November 2010, your board reviewed and accepted a Stafford Lake Bike Park Feasibility Study, which led to your board's approval of the bike park master plan in November 2011. Since that time, the landscape architecture team of Marin County Parks has been developing construction drawings and, more importantly, finding funds to build the \$850,000 bike park. A total of \$592,850 has been pledged or donated to date, in the form of more than 200 individual donations and 6 sponsorships.

In order to put something on the ground this year, staff has been working closely with Friends of Stafford Lake Bike Park (FOSLBP) to phase construction of the facility consistent with the amount of funding available to date. The estimate for Phase I has been \$480,000. However, with the help of FOSLBP, our fundraising efforts have been more successful than anticipated and we are now able to include additional features, bringing the Phase I construction estimate to \$502,450. The revised Phase I bike park includes:

- Rough grading of the Bike Monkey “Kids Learn-to-Ride Zone”, including kids and beginners pumps tracks, with finished work to be completed by volunteers from FOSLBP.
- Approximately 40 percent of the Wilderness Trail Bikes “Perimeter Trail”, with skills areas along this trail to be completed by volunteers from FOSLBP.
- Completion of the beginner, intermediate, and advanced portions of the Mike’s Bikes “Skills Progression Zone”.
- Completion of a modified Phase I dual slalom.
- Completion of parking and the Violich Family Foundation “Entry Plaza”.
- Completion of a rideable maintenance trail.

A Mitigated Negative Declaration or Environmental Impact was prepared for this project during the master plan stage. Permits from the California Department of Fish and Wildlife, California Regional Water Quality Control Board, and the U. S. Army Corps of Engineers have been secured.

Funding for this project has been dependent on donations and sponsorships, some of which have been received only recently. Therefore, the project schedule has become compressed. In order to complete Phase I of the bike park before winter, the recommended actions authorize the Director of Marin County Parks to execute the attached construction contract with the lowest responsible bidder in an amount not to exceed the engineer’s estimate of \$502,450. The recommended actions also include approval of a construction contingency of \$50,245, which represents 10 percent of the engineer’s estimate. The remaining portion of the \$592,850 collected, or \$40,155, will be used to fund construction monitoring and other services necessary during construction.

Plans and specifications are available for review at the Marin County Parks Administrative Office, Marin County Civic Center, Suite 260, San Rafael, CA.

**FISCAL IMPACT:**

Phase I of the Stafford Lake Bike Park is fully funded by donations and sponsorships. However, sponsorships are due to the County over a three year period, commencing on the date the sponsorship is approved. In order to fund this project, it is requested that your Board provide bridge funding for the outstanding sponsorship balance not yet on hand. Bridge funding of \$176,667 would be provided from the General Fund as a loan to be repaid over the next two fiscal years as remaining sponsorship commitments are received.

Recommended budget adjustments also include the appropriation of \$146,266 in contributions from sponsors to support a transfer from the General Fund to the Capital Fund, including prior year funds of \$113,752 in Accounts 3121290 and

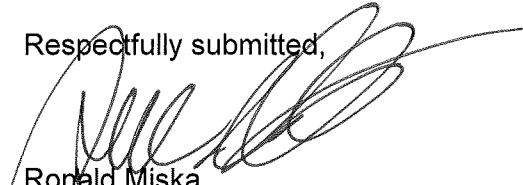
9000627, and the appropriation of all proceeds to the Capital Fund in the amount of \$592,850.

**REVIEWED BY:**

- County Administrator     N/A
- Dept. of Finance         N/A
- County Counsel          N/A
- Human Resources        N/A

Principal Landscape Architect Stephen Petterle is the principal author of this report.

Respectfully submitted,



Ronald Miska  
Deputy Director

RM:SP/kbl

- FMBB:**  
100020293  
100020295  
100020296  
100020297