



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 25, 2016

TO: Honorable Mayor and Members of the City Council

FROM: Kerry Burns, Community Services Director

SUBJECT: Adopt Resolution Accepting the Florida Avenue Park Draft Master Plan and Approving the Park Design Concept

BACKGROUND:

In March 2015, the single family residence located at 324 Florida Avenue was purchased by the City for future use as a neighborhood park. The Fiscal Year 2016/17 Capital Improvement Program Budget allocates up to \$775,000 from the City's General Fund Capital Reserve and a grant from the San Bruno Community Foundations for the park's design and construction. Demolition and remediation of the property has commenced and is anticipated to be completed in early 2017.

Over the past four months, City staff and representatives from the landscape architecture design firm hired by the City, MIG, Inc., have conducted an extensive neighborhood engagement process with the residents surrounding the future park site. Their input has led to the completion of the Florida Avenue Park Draft Master Plan (attached). Once approved by the City Council, this design vision will serve as the foundation for the preparation of the detailed drawings and documents which will be used for project bidding and construction.

DISCUSSION:

San Bruno is known as the "City with a Heart." This is partially due to a unique urban design feature adjacent to the park site where homes were built along streets designed into two interlocking hearts. The Florida Avenue Park site is located in this neighborhood. The park site encompasses eight residential parcels and is approximately one-half acre in total land area. It is located in a relatively dense residential neighborhood which is currently underserved by park amenities.

A multi-step process of data collection, analysis, meeting facilitation, and design was commenced leading to the development of the Draft Master Plan. During the inventory and analysis phase, the park site was evaluated to assess conditions such as utility locations, features of the parcels including site conditions and views, traffic and pedestrian circulation into and around the park site, access points into the park site, locations of adjacent uses and neighbors and, existing patterns of activity in the areas surrounding the park site. This needs assessment included consideration of park design best practices and existing City of San Bruno park amenities and standards for other neighborhood parks throughout the community.

Following this initial evaluation, on June 22, 2016 and August 16, 2016, the neighborhood was invited to attend meetings to provide input on their preferred design and amenities for their

10.6.

future neighborhood park. At the first meeting held on June 22, 2016, residents were asked to articulate their vision for the park and to share concerns regarding neighborhood impacts, safety and maintenance. They were also asked for their preferences on placement of various park elements such as play areas and features for young children, teens and adults, social and gathering areas, spaces for solitude and quiet contemplation and open space and natural elements. Residents were asked to develop a park design layout by placing color-coded pieces of paper on a site map which represented park features.

Between the first and second neighborhood meetings, a single concept plan was developed for the park. At the second neighborhood meeting on August 16, 2016, the concept plan was introduced. Meeting participants were very pleased with the design and expressed a strong interest in seeing the park constructed in a manner consistent with presented design concept.

Following the neighborhood meetings, the final Draft Master Plan was developed and placed on the City's website. A letter was sent to all neighborhood residents inviting further review and input to City staff. No additional input was provided.

The Florida Avenue Park Draft Master Plan was developed through this multi-step process outlined above. The Draft Master Plan includes the following features:

- Park entrance with signage, seating, heritage trees and scored tone paving;
- Community grove of small, proportionally sized, flowering trees, with fully accessible crushed stone paving;
- Neighborhood square with scored tone paving, seating, picnic tables and, shade from trees;
- Children's "room" or play area with play equipment, rubberized play surfacing, seating, and play equipment;
- Adult exercise features including a cardio course, multi-generational play equipment and, space for sports activities including potentially a half basketball court;
- New mature trees per the City's standards and preservation of two on-site mature heritage trees;
- Urban woodlands with low evergreen ground cover and multi-trunk native trees;
- Pedestrian paths with seating and scored ton paving; and,
- Great Lawn area with turf or drought tolerant grass.

In summary, the Draft Master Plan defines spaces for play, socializing and includes open space and natural elements. The park will serve as a neighborhood focal point. As such, it was important to the neighborhood that design elements not be included which would make it a destination park. To preserve it as a neighborhood park, amenities such as barbecues and dog park features were deliberately not included.

At this conceptual stage, it is estimated the cost to design of the park will be approximately \$109,000 and construction cost for the park will be approximately \$733,000. These estimated costs are approximately \$67,000 more than the approved budget. Through the next stage of the park planning process, specific finishes, materials, elements and equipment will be determined. This process will produce a more refined cost estimate for the park's construction. Future meetings regarding the details of the park design with the neighborhood and Parks and Recreation Commission will occur at the sixty percent (60%) and ninety percent (90%) design phase prior to the project going out for construction bids.

With regard to maintenance of the park, it is currently estimated 2-3 staff hours per day will be necessary to maintain the park, depending on the season and final selection of materials. Presently, the annual maintenance cost, which includes labor, supplies and equipment, is estimated at \$60,000, not including irrigation/water or electricity costs. These quantities will be refined through the more detailed design phase of the project.

Following the City Council's review and approval of the Master Plan for the Florida Avenue Park, it is anticipated project design will be completed in early 2017.

Commissioners Alex Melendrez and Michael Salazar were appointed to serve as a Commission subcommittee on the design and construction of the Florida Avenue Park. They were both in attendance at the neighborhood meetings and had an opportunity to hear first-hand input from the neighborhood. At its Regular Meeting on October 19, 2016 the Parks and Recreation Commission reviewed the Florida Avenue Park Draft Master Plan and solicited input from residents in attendance. Four residents were present and two spoke during oral communication. Residents expressed excitement about their future neighborhood park and eagerness for it to be constructed in a manner consistent with the conceptual design.

During the Commission's deliberations, it expressed the following: a concern about the lack of play equipment for children ages 5-12, supported the inclusion of a half-court for basketball, liked the inclusion of multi-generational play equipment for older adults, wanted the design to ensure the play area for children ages 2-5 prevented children from entering the more active areas where the basketball court and adult equipment is located, strongly expressed an interest to see the sidewalk, curb and gutter repaired and designed in a manner which would prevent future damage from large vehicles, expressed ongoing concern regarding the maintenance and safety, and reiterated the neighborhood's concern regarding traffic flow on streets adjacent to the park. In a unanimous vote, the Parks and Recreation Commission recommends the City Council approve the Florida Avenue Park Draft Master Plan with the above comments.

FISCAL IMPACT:

None. Approval of the Florida Avenue Park Master Plan does not result in immediate direct costs.

\$775,000 in funding is approved in the Fiscal Year 2017-18 Capital Improvement Program Budget to design and construct the park. This \$775,000 comes from a \$200,000 grant from the San Bruno Community Foundation and \$575,000 from the General Fund Capital Reserve. Future City Council action will be required to award a design and construction contract in order to expend these budgeted funds.

ALTERNATIVES:

1. Direct staff to engage in a different process to solicit community input on the creation of a conceptual design for the new Florida Avenue Park.
2. Direct staff to develop additional or alternative park features and design for further review and input by the Florida Avenue Neighborhood and Parks and Recreation Commission.

RECOMMENDATION:

Adopt a resolution accepting the Florida Avenue Park Draft Master Plan and approving the park design concept.

ATTACHMENTS:

1. Resolution
2. Florida Avenue Park Draft Master Plan

DISTRIBUTION:

None.

DATE PREPARED:

October 19, 2016

REVIEWED BY:

___ CM
___ FIN

RESOLUTION NO. 2016 –

RESOLUTION ACCEPTING THE FLORIDA AVENUE PARK DRAFT MASTER PLAN AND APPROVING THE PARK DESIGN CONCEPT

WHEREAS, in March 2015, the single family residence located at 324 Florida Avenue was purchased by the City for future use as a neighborhood park; and

WHEREAS, the Florida Avenue Park site eight residential parcels and is approximately one-half acre in total land area in a relatively dense residential neighborhood which is currently underserved by park amenities; and

WHEREAS, the Fiscal Year 2016/17 Capital Improvement Program Budget allocates up to \$775,000 from the City's General Fund Capital Reserve and a grant from the San Bruno Community Foundations for the park's design and construction; and

WHEREAS, over the past four months, City staff and representatives from the landscape architecture design firm hired by the City, MIG, Inc., have conducted an extensive neighborhood engagement process with the residents surrounding the future park site which has led to the completion of the Florida Avenue Park Draft Master Plan; and

WHEREAS, once approved by the City Council, this design vision will serve as the foundation for the preparation of the detailed drawings and documents which will be used for project bidding and construction; and

WHEREAS, on June 22, 2016 and August 16, 2016, the neighborhood was invited to attend meetings to provide input on their preferred design and amenities for their future neighborhood park; and

WHEREAS, at the first meeting held on June 22, 2016, residents were asked to articulate their vision for the park and to share concerns regarding neighborhood impacts, safety and maintenance and were also asked for their preferences on placement of various park elements such as play areas and features for young children, teens and adults, social and gathering areas, spaces for solitude and quiet contemplation and open space and natural elements; and

WHEREAS, between the first and second neighborhood meetings, a single concept plan was developed for the park which was presented at the second neighborhood meeting on August 16, 2016 in which meeting participants were very pleased with the design and expressed a strong interest in seeing the park constructed in a manner consistent with presented design concept; and

WHEREAS, following the neighborhood meetings, the final Draft Master Plan was developed and placed on the City's website and a letter was sent to all neighborhood residents inviting further review and input to City staff with no additional input provided; and

WHEREAS, the Florida Avenue Park Draft Master Plan was developed through this multi-step process outlined above and includes the following features:

- Park entrance with signage, seating, heritage trees and scored tone paving;

- Community grove of small, proportionally sized, flowering trees, with fully accessible crushed stone paving;
- Neighborhood square with scored tone paving, seating, picnic tables and, shade from trees;
- Children's "room" or play area with play equipment, rubberized play surfacing, seating, and play equipment;
- Adult exercise features including a cardio course, multi-generational play equipment and, space for sports activities including potentially a half basketball court;
- New mature trees per the City's standards and preservation of two on-site mature heritage trees;
- Urban woodlands with low evergreen ground cover and multi-trunk native trees;
- Pedestrian paths with seating and scored ton paving;
- Great Lawn area with turf or drought tolerant grass; and

WHEREAS, the Draft Master Plan defines spaces for play, socializing and includes open space and natural elements, the park will serve as a neighborhood focal point and was designed so as not to make it a destination park such as barbeques and dog park features; and

WHEREAS, at this conceptual stage, it is estimated park design and construction will cost approximately \$842,000 or approximately \$67,000 more than the approved budget and through the next stage of the park planning process, specific finishes, materials, elements and equipment will be determined which will produce a more refined cost estimate; and

WHEREAS, future meetings with the Parks and Recreation Commission and neighborhood will be scheduled to coincide with the sixty percent (60%) and ninety percent (90%) completion of design; and

WHEREAS, it is currently estimated 2-3 staff hours per day will be necessary to maintain the park, depending on the season and final selection of materials with an annual maintenance cost, which includes labor, supplies and equipment, estimated at \$60,000, not including irrigation/water or electricity costs which will be refined through the more detailed design phase of the project; and

WHEREAS, pending the City Council's approval of the Draft Master Plan for the Florida Avenue Park, it is anticipated project design will be completed in early 2017, with City Council award of the construction contract by the middle of 2017 with actual park construction taking approximately six months and should be completed by the end of 2017; and

WHEREAS, Commissioners Alex Melendrez and Michael Salazar were appointed to serve as a Commission subcommittee on the design and construction of the Florida Avenue Park and were both in attendance at the neighborhood meetings and had an opportunity to hear first-hand input from the neighborhood; and

WHEREAS, at its Regular Meeting on October 19, 2016 the Parks and Recreation Commission reviewed the Florida Avenue Park Master Plan and solicited input from residents in attendance from the neighborhood and four residents were present and two spoke during oral communication and expressed excitement about their future neighborhood park and eagerness for it to be constructed in a manner consistent with the conceptual

design; and

WHEREAS, during the Commission's deliberations, it expressed the following: a concern about the lack of play equipment for children ages 5-12, supported the inclusion of a half-court for basketball, liked the inclusion of multi-generational play equipment for older adults, wanted the design to ensure the play area for children ages 2-5 prevented children from entering the more active areas where the basketball court and adult equipment is located, strongly expressed an interest to see the sidewalk, curb and gutter repaired and designed in a manner which would prevent future damage from large vehicles, expressed ongoing concern regarding the maintenance and safety, and reiterated the neighborhood's concern regarding traffic flow on streets adjacent to the park; and

WHEREAS, in a unanimous vote, the Parks and Recreation Commission recommends the City Council approve the Florida Avenue Park Draft Master Plan with the above comments.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Bruno adopt a resolution accepting the Florida Avenue Park Draft Master Plan and approving the park design concept.

Dated: October 25, 2016

ATTEST:

Carol Bonner, City Clerk

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I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 25th day of October, 2016 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

CITY OF SAN BRUNO **FLORIDA**
AVENUE
PARK

**DRAFT MASTER
PLAN**

September 2016



800 Hearst Ave
Berkeley, California 94710
(510) 845-7549

TABLE OF CONTENTS

1. Introduction	1	3. The Master Plan	16
Planning Process Summary		Site Elements	
Background		Master Plan	
2. The Design Process	3	4. Project Costs	22
2.1 Inventory & Analysis	4	A. Attachments	A-1
Existing Conditions		Summary of Community Workshops	
Needs Assessment			
2.2 Community Engagement	6		
2.3 Site Studies	9		
Community Needs and Preferences			
Design Principles			

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INTRODUCTION

PLANNING PROCESS SUMMARY

The Florida Avenue Park Master Plan is a community inspired vision for a new neighborhood pocket park in San Bruno's Florida Avenue Neighborhood. This Master Plan was created through a collaborative effort of the City of San Bruno, local community members, property owners and the Design Team led by MIG, Inc. This Master Plan provides a framework for detailed design documents that will guide the development of the park. The

Master Plan was shaped by an extensive community process through which Florida Avenue neighbors of all ages engaged in thoughtful, informed, and respectful dialogue.

The Park Master Plan is consistent with the City's neighborhood park standards and includes amenities that respond to the park's context, meet the needs of the neighborhood and reflect the desires of the community. The following document is a narrative summary of the park design process and the Master Plan.

BACKGROUND

The Florida Avenue Park planning area is located at the intersections of Florida Avenue, Martin Place and San Anselmo Avenue. The neighborhood is composed of a mix of households, ranging from families to empty nesters, who care deeply about their neighborhood.

The park site is composed of eight residential parcels within this tight knit, walkable, intimately scaled neighborhood immediately adjacent to downtown San Bruno. The neighborhood was one of the first to be established in San Bruno and possesses a unique street network. The center is composed of two intersecting heart shaped streets, which inspired the City's moto, 'The City with a Heart'.

The City had long sought to offer park amenities to the neighborhood. In late 2014, an opportunity presented itself and the City acquired the Florida Avenue Park property. This site was chosen due to the availability of the land, its central location within the neighborhood and existing trees along the northern boundary.

Upon acquisition of the parcels, the City initiated a public master planning process to guide the future development of the park with the active participation of the

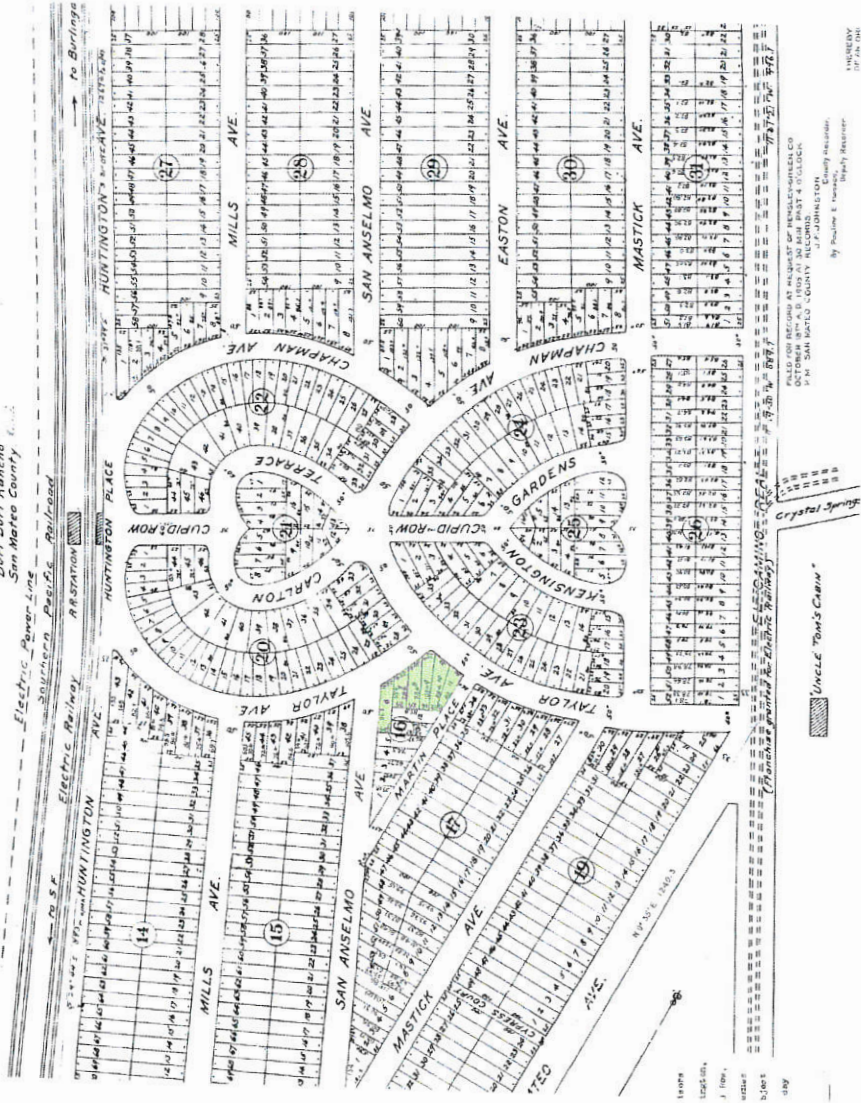
INTRODUCTION

Handwritten notes:
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 100' x 100' (100')
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MAP OF
SAN BRUNO PARK

3RD ADDITION

Being a Subdivision of the "B D Mills Tract" in the
 City of San Bruno, San Mateo County, California.



neighborhood's residents. Two community meetings were sponsored by the City and lead by the City's Design Team during which community members had the opportunity to identify the character, types and location of preferred amenities.

The goal of the Master Planning process is to create a space that is welcoming, safe and aesthetically pleasing for Florida Avenue neighbors to socialize, play and relax.

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THE DESIGN PROCESS

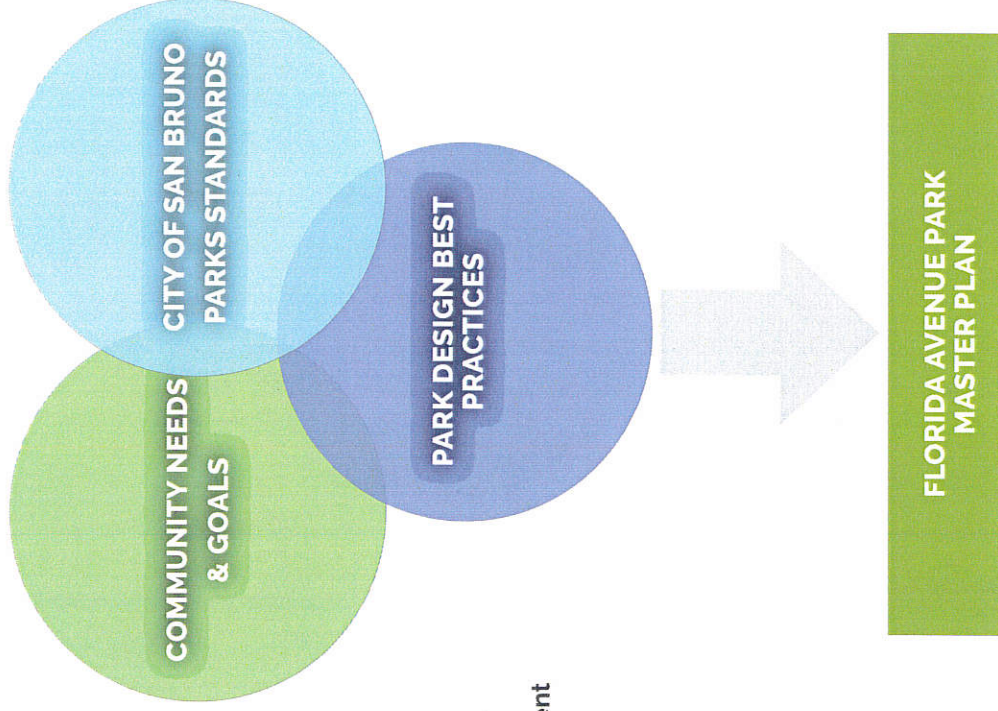
In close collaboration with City staff, the Design Team created a Design Process customized to meet the specific needs and goals of the Florida Avenue neighborhood. The process was divided into four distinct phases, focused on specific tasks intended to obtain background information on the project site, engage the public, create studies of the potential layout of the park and create a Master Plan that reflects the community's preferences.

Phase 1: Inventory and Analysis

Phase 2: Community Engagement

Phase 3: Site Studies

Phase 4: The Final Master Plan



2.1 Phase 1: Inventory and Analysis

EXISTING CONDITIONS

The Design Team analyzed the existing features of the site, environmental factors and surrounding context. The park site is composed of eight contiguous residential parcels bounded on three sides by local streets and a residence along the Northern boundary. The site inventory and analysis looked at all of the following site features and characteristics:

- Location of existing utilities (Gas, Water, Storm Drainage and Electrical)
- Topography
- Sun exposure
- Wind patterns
- Existing vegetation
- Views into and out of the park

- Pedestrian and vehicular circulation patterns into and around the site
- Maintenance practices and standards
- Potential noise and visual impacts on neighbors
- Existing site use patterns
- Adjacent uses
- Historic uses of the site
- City of San Bruno Park Development Standards

NEEDS ASSESSMENT

The Design Team evaluated the needs of the community, existing recreational amenities within the neighborhood and local demographics. Using demographic research, the team was able to understand the composition of local households and anticipate the park's major user groups. An inventory

of similarly scaled neighborhood parks in San Bruno provided reference points for the types of amenities currently being provided by the City of San Bruno. The Design Team also brought to the planning process their knowledge of statewide and national best practices in park design. These best practices reflect the latest research and success stories related to play, fitness, social spaces, and passive recreation. Using this knowledge of current trends and best practices, the Design Team was able to craft a highly responsive and site specific park plan which reflects the community's preferences and fills gaps in current services.



Site Assets Map

2.2 Phase 2: Community Engagement

Over the course of two workshops held on June 22, 2016 and August 16, 2016, residents of the Florida Avenue Neighborhood came together to shape the future of the park. Workshop participants included both long-time and new residents who ranged from young families to retirees. Complete summaries of each meeting are included as attachments.

Workshop 1

To initiate the process, the Design Team provided the community with background information about the design process, current trends and best practices in park design, examples of similarly scaled parks in San Bruno, a brief description of a pocket park and the findings of the Needs Assessment and Site Inventory/Analysis.

Community members then broke off into small groups that focused on answering the following questions:

- What kind of Experiences would you like to have in the Park?
- What kind of Activities should occur in the Park?
- What would your major Issues and Concerns be with the Park?

The questions prompted spirited and animated discussions amongst community members. The discussions revealed the following themes:

Preferred Experiences

- Environmental Comfort (shade)
- Peacefulness
- Quiet
- Beauty

Preferred Activities

- Adult Exercise
- Socializing
- Gardening
- Dog walking



- Relaxing
- Eating
- Reading
- Learning
- Engaging youth
- Play (all ages)
- Nature appreciation

Issues and Concerns

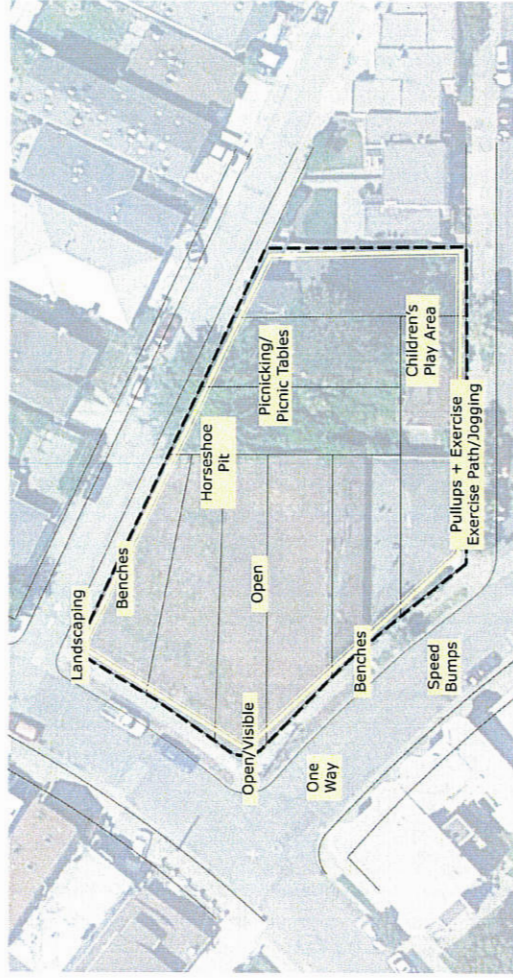
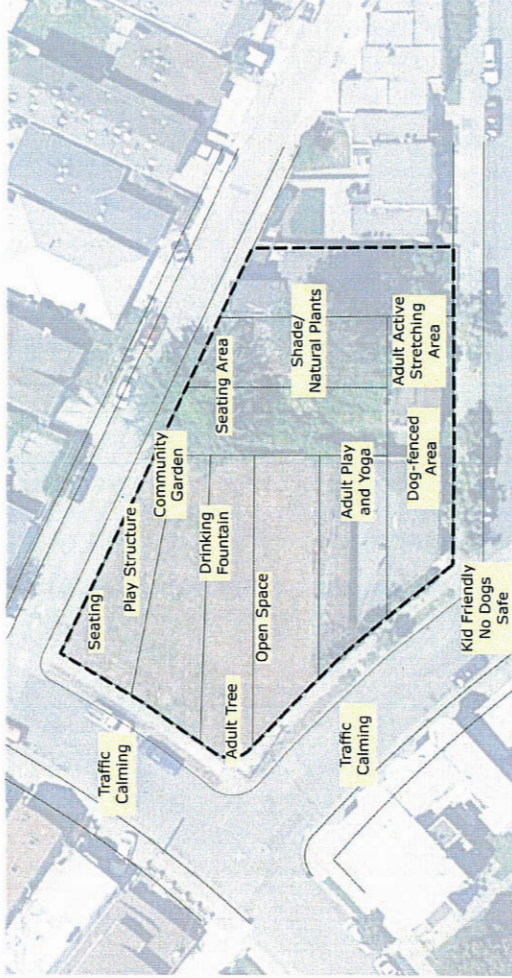
- Safety
- Flooding
- Removal of existing structures
- Balancing the needs of different ages and user groups
- Parking
- Space for dogs
- Maintenance
- Impacts on adjacent residences
- Lighting



DESIGN PROCESS

- Allowed/ Prohibited Activities
- Visibility
- Use of unnatural materials

After the groups had answered the three questions, they were asked to develop consensus on where they would like their preferred activities to be located on the site. Working with the Design Team's facilitators the groups labeled aerial maps of the park site. Throughout this exercise, the facilitators guided the group's plans to ensure they were responsive to the site constraints, park design principles and the City's standard. The following diagrams illustrate their preferred site plans.



2.3 Phase 3: Site Studies

COMMUNITY NEEDS AND PREFERENCES

The diagrams created by the community were synthesized by the Design Team to create a series of studies. The resulting conceptual site plan respected community preferences and balanced them with the realities of the site. The conceptual site plan was inspired by and responded to the following considerations:

- Efficient maintenance
- Safety of both the park users and the neighborhood
- Accessibility
- User experience
- Different age groups
- Privacy for neighbors
- Pedestrian circulation
- Relationship of amenities: separation and adjacency
- Street crossings
- Park entry points aesthetics and experience
- Multi-functional and multipurpose spaces
- User comfort and protection from the elements (wind and sun)
- Site and neighborhood history
- Views into and from the site
- Balancing competing uses such as socialization with relaxation
- Liability for the City of San Bruno
- Durability of park amenities and landscapes
- Current recreation trends
- City of San Bruno park standards
- Consistency with other City neighborhood parks
- Financial constraints
- Constructability
- Budgetary constraints
- Offers a high level of user experience
- Functionality
- Environmentally sustainable
- Aesthetically pleasing
- Fun and creative

DESIGN PRINCIPLES

The Design Team's work was also guided by the following park Design Principles, which reflect current trends and best practices in the design of public parks.

SAFETY

Goal: Ensure the physical safety of all users.

Play

- Play structures and surfaces meet all current safety standards.
- Age appropriate and separated play areas for 2-5-year-olds, 6-12-year-olds, and teenagers.

Visual Access

- Locate amenities and uses with direct visual access from adjacent street and provide clear.



Accessibility

- Ensure all paving and amenities are fully accessible to people of all abilities, i.e. there are no trip hazards and picnic tables accommodate users in wheelchairs.

Plantings

- Select plant species that are not hazardous or poisonous.
- Focus on low growing ground covers and trees with high branches to provide eye level visual access.

SUSTAINABILITY

Goal: Create a park that endures for generations with minimal impacts on the environment.

Minimize Impact

- Select materials and proposed activities that do not have significant impacts on the local ecosystem.

Water Use

- Select plant species that are native and/or well adapted to San Bruno's climate.

Maintenance

- Select materials and propose uses that do not involve significant energy and resources to support and maintain.

Durability

- Select materials with long life cycles that do not require frequent replacement.



FLEXIBILITY

Goal: Allow for changes in community preferences, climatic conditions and for the community to use the park in different ways. The park must easily accommodate changes in users and activities.

Multiuse spaces

- Provide spaces that can easily accommodate a variety of activities,

ranging from pick-up ball games to community events.

Multiuse amenities

- Select play equipment or site furnishings that can be used for a variety of activities.

Plan for the future

- Anticipate changes in the use of the park and provide amenities/spaces that can be easily modified.

SOCIAL INTERACTION

Goal: Create a park that provides the community with the opportunity to socialize in a variety of places and different ways.

Play

- Create opportunities for community members to interact by providing spaces for sports, games, and physical activities.

Calm

- Provide spaces that are well suited for members of the community who wish to have relaxing and quiet time.

Events

- Provide spaces that can easily accommodate a range of planned or informal event such as group picnics or community meetings.

Multigenerational

- Anticipate and support demographic changes by providing spaces and amenities that appeal to broad age groups and allow them to play side by side.



SITE SENSITIVITY

Goal: Carefully analyze the sites' existing features, adjacent uses and proposed uses to ensure all are located to minimize conflicts and respond sensitively to the existing conditions.

Climate

- Based on observations of the existing wind patterns and local rainfall patterns, design spaces to provide protection from the prevailing western winds and select plants which are well-adapted to the existing ecosystem of the site.

Topography

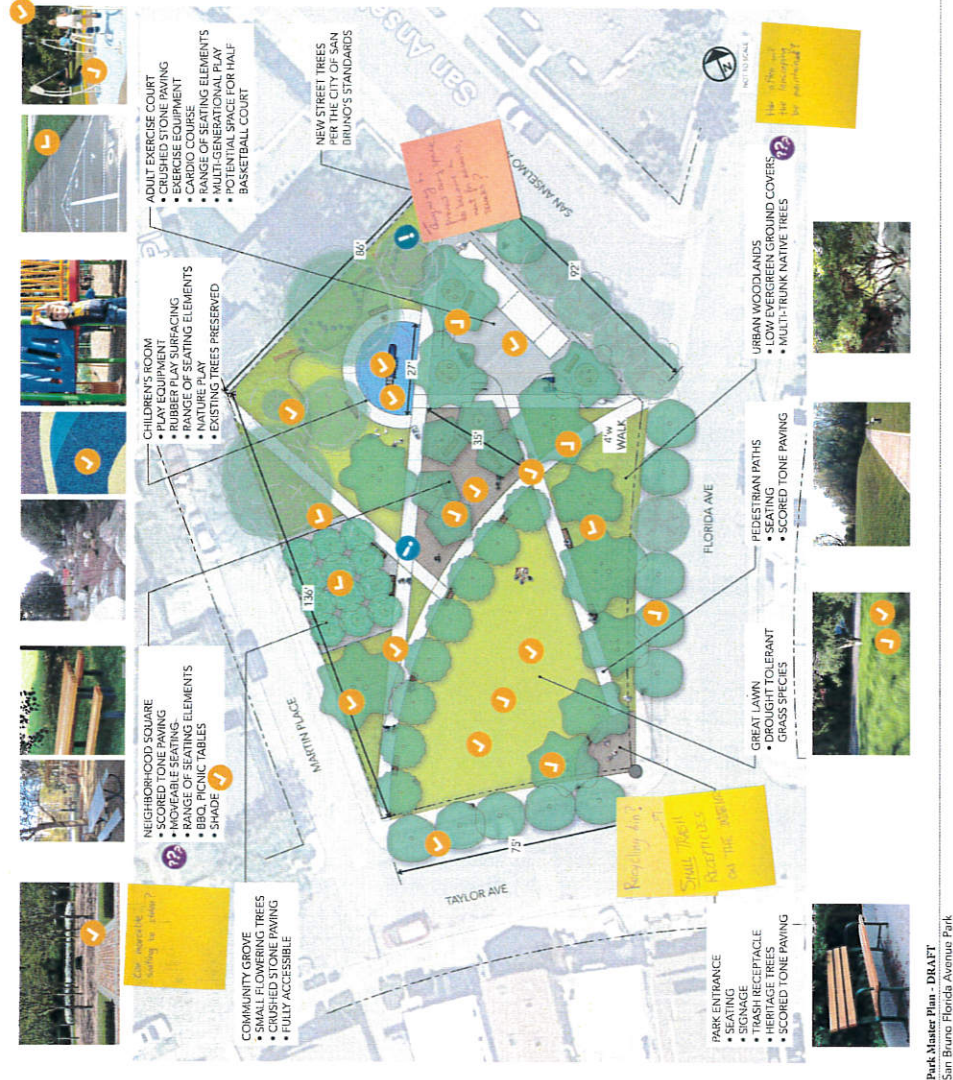
- Use the existing topographic features of the site to create distinct spaces and minimize the disturbance of the existing soils.



Workshop 2

The Conceptual Master Plan was presented to the Community during the 2nd community workshop and residents were invited to provide feedback on the Conceptual Site Plan in a variety of formats. The community's response was overwhelming favorable. They thanked the Design Team for the thoughtfulness of the plan and responsiveness to their preferences. Workshop participants provided a few minor comments that were mainly focused on the following:

- **Trash Facilities-** Minimize the size of trash cans and don't locate them at entrances.
- **Exercise-** Clarify types of exercise opportunities to be provided
- **Existing Trees-** Insure all existing trees will be protected.
- **Barbeque-** Eliminate all permanent barbequing facilities from the Park.



Park Master Plan - DRAFT
San Bruno Florida Avenue Park

3

THE MASTER PLAN

The Florida Avenue Park Master Plan is a thoughtful, creative and realistic plan guided by the Community, responsive to the City's park standards and reflective of current best practices in park design. The Final Master Plan is based on the Community's and Staff's comments provided during Workshop 2 and afterwards, it will become the guiding document for the implementation of the park. The Master Plan summarizes

the key elements and activities that will occur within the park, they consist of the following:

Park Entrance

Located at a major pedestrian intersection, the Park Entrance is a focal point of the neighborhood. As the front door of the park, the Entrance will establish an identity for the park and contribute to the community's sense of place. The Entrance includes seating that is designed for park users to wait for friends or for parents. It is an open space with high visibility that allows car traffic to easily see park users coming out of the park and allows park users to see approaching cars. The paving will be richly textured and fine grain masonry materials will emphasize the importance of this space.

Neighborhood Square

The Neighborhood Square is a cornerstone of the park. Centered in the

park, the Square provides clear views across the Park for users within the square. It is a multiuse and flexible space featuring durable low maintenance furnishings that support picnics, game play, and socializing. The Square is designed to be a high use space that accommodates gatherings of up to about 40 people. The groupings of furnishings also allow the Square to be comfortably used by smaller groups of people. The central location adjacent to the Great Lawn and the Children's Room allow parents to socialize in the Square while also keeping visual and physical access to their children.

Children's Room

The Children's Room occupies a special place within the Park, adjacent to and beneath the canopy of the existing trees along the northern site boundary. It is enclosed by low fencing and is within 50 feet of adult seating. There are a variety of

play settings within the Room which will be accessible to all children, physically challenge a range of ages, support social/emotional development and encourage imaginative play. Safety is a major consideration; the Room is envisioned to have permanent fall protection on the ground, enclosures to keep children within a defined area and is located far away from major vehicular and pedestrian circular routes. Key features will be colorful paving, climbing structures, nature play integrated amongst the trees and interpretive play elements, which allow children to understand the unique cultural and natural history of the Park and neighborhood.

Adult Exercise Court

A major preference of the Community, the Adult Exercise Court will provide opportunities for multi-generational play.





Located adjacent to the Children's Room and along the park's eastern boundary, it is intended to provide a buffer for the Children's Room from the Park's edges and allow parents to workout while their children play nearby within clear site. Equipment will be selected to appeal to a broad range of age groups from youth to seniors. Key elements will include a range of permanent exercise equipment, safety surfacing, tables for board games, water bottle fillers, seating and deep shade.

The Great Lawn

The Great Lawn is the most prominent element feature of the Park and its largest. It is a flexible level turfed area that anchors the southern boundary of the Park. It will be a prominent element with clear views of all the Park's other major destinations. The Lawn is intended to support a variety of events and activities,

including informal play by a family or a small group of friends and as a place where the neighborhood can gather for informal events such as picnics, block parties, holidays or celebrations. The edges of the Great Lawn will be surrounded by fully accessible pedestrian paths and shade trees to provide a sense of enclosure. The Turf will consist of low maintenance, drought tolerant species, which are well adapted to the local ecosystem and patterns of use.

Pedestrian Paths

The Pedestrian Paths are the primary pedestrian circulation through and around the Park. They are located where people will want to walk, to provide direct access to key destinations within the park or beyond, and sized to accommodate either a single user or 2-3 people walking side by side. They will be constructed of scored, toned, highly articulated, fully accessible



masonry paving which will provide a high level of visual interest and pedestrian comfort. The Paths are intended to be multi-use so they can facilitate activities ranging from casual strolling and jogging to a cycle course for young children. Benches and seating will be located along their length and at key points to provide park users with places to pause, relax or wait for friends.

Urban Woodlands

The Urban Woodlands will define the Southern edge of the park, between the Great Lawn and Florida Avenue. They will be composed of native and drought tolerant species that are well adapted to the micro-climate of the Florida Avenue Neighborhood and the native ecosystem; upon establishment they will require little to no maintenance. The Woodlands will reinforce the edge of the park, creating a sense of place and enclosure, providing

privacy for neighbors, screening views of the street, reducing stormwater management needs, and potentially providing habitat for birds. They will be evergreen with graceful arching canopies that will provide shade and informal places for park users to sit beneath.

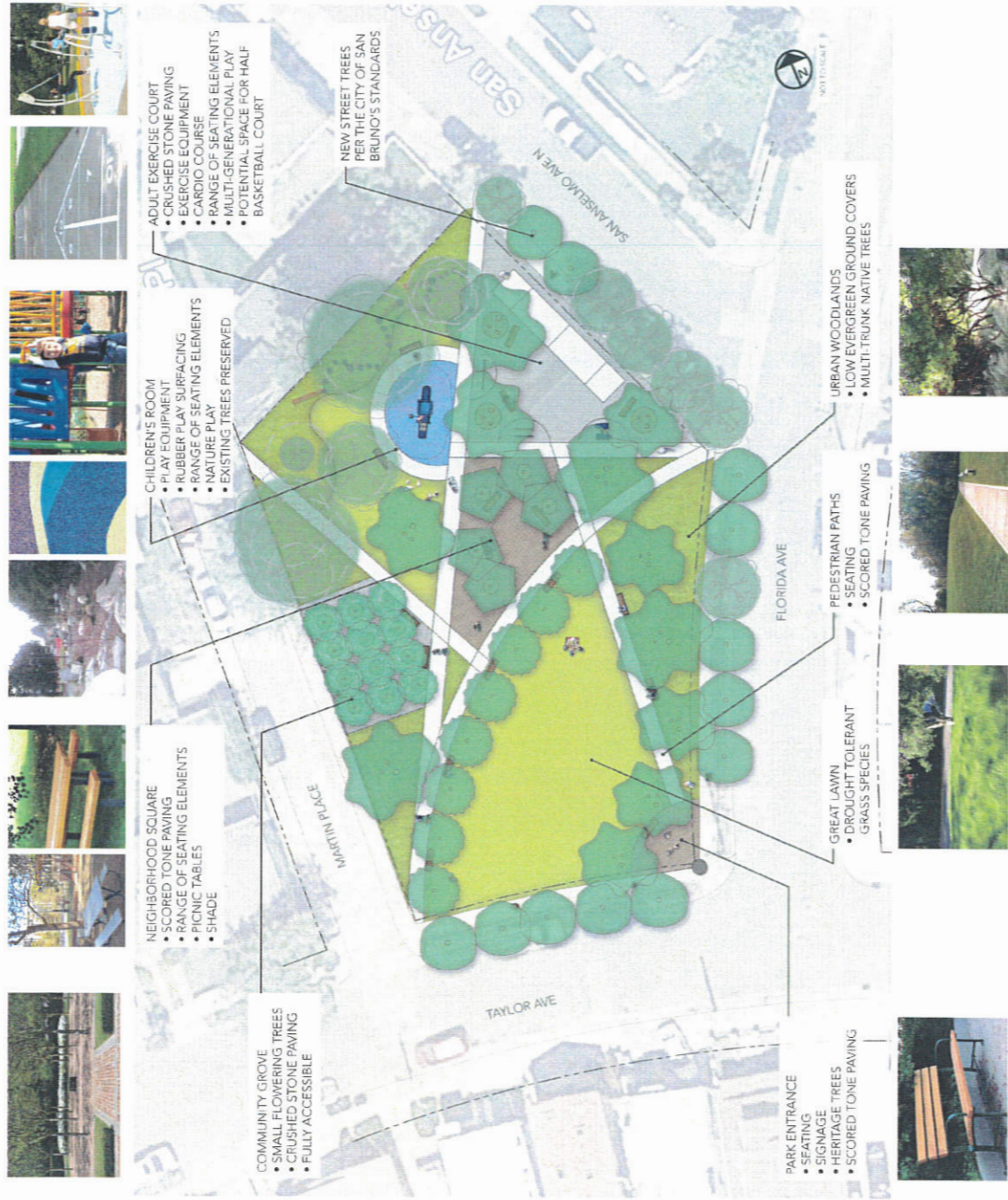
Community Grove

The form and character of the Community Grove is inspired by the historic orchards and agricultural activities which once graced the regional landscape. The Grove will be located along the Western Boundary of the Park between the Neighborhood Square and Martin Place, providing a vegetative screen from the street. The Community Grove will be composed of asymmetrical drought tolerant trees species that are well adapted to the micro-climate of the Florida Avenue Neighborhood and will be planted within gravel and wood mulches.

The Grove will provide an informal area for play, and place for quiet reflection or casual socializing, and will feature a variety of seating elements encouraging social interactions.

MASTER PLAN

Draft Florida Avenue Park Master Plan



4

PROJECT COSTS

PROJECT CONSTRUCTION AND ANNUAL COSTS

Base Price: \$563,270.00 (see note #8)

Maintenance: \$60,000.00 (see note #5)

Construction Cost Contingency (30%): \$168,981.00 (see note #1)

Total: \$732,251.00

NOTES:

- 1) Estimated Cost for each Park Site assumes a 30% Contingency for Cost Escalation, Unforeseen Circumstances and Changes in Scope/ Materials
- 2) Final Quantities and Types of Materials may vary significantly during the design process impacting the final Construction Costs.
- 3) Cost Estimates are based on Conceptual Master Plans. Final Cost Estimate may vary after precise quantities have been determined.
- 4) Cost Estimates are based on current construction costs. Final Construction Cost may vary significantly depending on the time frame of construction.
- 5) Daily maintenance estimated at 2-3 hours per day depending on the season and the final selection of materials. Cost estimates includes labor and materials but does not include irrigation or electricity.
- 6) Maintenance costs do not include the cost of utilities or items damaged by vandalism or overuse.
- 7) Cost Estimates includes the cost of all materials and labor to build/install the park as shown on Master Plan.
- 8) Cost Estimates includes all items necessary to construct the parks including pavements, play equipment, site furniture, storm drainage systems, lighting, fencing, signage, planting, irrigation and walls.
- 9) Estimate does not include costs for permitting or fees to local agencies.
- 10) Estimate does not include professional design fees for the preparation of construction documents.
- 11) Estimate does not include City of San Bruno staff time to manage the design and construction process.

5

ATTACHMENTS

SUMMARY OF WORKSHOP 1 (JUNE 22, 2016)

SUMMARY OF WORKSHOP 2 (AUGUST 16, 2016)

SUMMARY OF WORKSHOP 1 JUNE 22, 2016

WORKSHOP OVERVIEW AND FORMAT

On Tuesday, June 22, 2016, the City of San Bruno convened the first public meeting for the Florida Avenue Park Master Plan at the Bay Area Entrepreneur Center in downtown San Bruno. This meeting was the first of two meetings that will be hosted by the City to create a neighborhood-driven design for the park. Eighteen community members were in attendance.

Kerry Burns, the City's Community Services Director opened the meeting welcoming participants. Joan Chaplick of the consulting design firm, MIG, served as the meeting facilitator for the evening. Joan reviewed the meeting agenda, which

included a presentation of context and process of the Master Plan, facilitated small group discussions, and a final report back with all workshop participants.

Joan introduced Matthew Gaber, landscape architect from MIG who presented the context of the park site in regard to the neighborhood and the City parks' system. Matthew also described the public input driven process. The purpose of the first meeting is to determine the preferred experiences and activities the neighbors want to have at the site which is about 0.75 acre. The City also wanted to hear about potential issues and concerns the workshop participants had about the site. Following the workshop, the MIG Design Team will propose a set of design concepts for the park that reflect the public input and show how various activities could be accommodated on the site. These alternatives will be presented at a second public meeting on August

16, 2016 and will allow new and returning neighbors to weigh in on the future design for their park.

SMALL GROUP ACTIVITY

Participants were asked to break into two smaller groups, where they participated in a facilitated discussion of the following topics:

1. Preferred experiences,
2. Brainstorm of potential activities for the site,
3. Issues and concerns, and
4. Most preferred activities

Preferred Experiences

Participants were given post-it notes and were asked to think 1-2 years into the future after the park is complete and imagine the type of experience they want to have in this park. Participants wrote 3-4 adjectives or a short phrase to describe

the experiences they would like to have at the park. The following words and phrases were those shared most frequently and across both groups. The full list of generated phrases can be found at the end of this summary.

- Clean
- Active
- Safe
- Kid-friendly
- Neighborly and social
- Unique and special
- Peaceful and relaxing
- Simple and functional
- Playful and fun
- Natural and green
- Aesthetically pleasing

BRAINSTORMING ACTIVITIES

Then, participants were asked to think about the activities they wanted to be able to do within the park. Each group brainstormed and generated a lengthy list of options. The activities were unconstrained by site factors, budget or other factors. The full list of brainstormed activities from both groups can be found at the end of this summary.

Issues and Concerns

Within the two small groups, participants were asked to identify any issues and concerns that they want the Design Team to consider when creating the park design alternatives.

Safety. This was an important topic for both groups. Traffic and fast moving cars contributed to unsafe conditions around the park. Group 1 proposed traffic calming measures on adjacent streets and Group 2 discussed the possibility of converting

Florida Avenue into a one-way street and adding speed bumps. There was also discussion of tagging and dumping activities at the park site. Participants requested the park design and materials choices take these potential activities into account. There were also concerns about the site including areas with low visibility or features that would provide spaces for inappropriate behavior to occur. It was suggested that lighting could be used to promote safety. Participants suggested the park be designed in way that encouraged positive uses. Group 2 suggested block parties and areas for picnicking as ways to encourage this.

Flooding. Some participants from Group 2 expressed concern that flooding could be a major issue within the renovated park, since some homes already experience flooding or the threat of flooding during periods of heavy rain.

Removal of existing structure. Some participants expressed concern about the safe removal of the existing building on the park site. Some participants, including some who live across the street from the park wanted assurances the City would remove the structure in a manner that safely removed the lead paint, asbestos and other contaminants in a manner that air quality, reduced dust and dirt and other measure to protect their health and property. Community Services Director Kerry Burns provided assurances and provided a description of the activities being conducted by the City to ensure safe removal of the structure.

Balancing of user groups and ages.

Participants discussed wanting the site to accommodate all age groups (seniors, adults and children) and different user groups based on activities.

Parking. Participants described parking

in the area as difficult and suggested the park not include features that would attract users from outside the neighborhood who would drive to park at the site.

Dedicated space for dogs. Group 1

participants discussed the inclusion of dedicated space for dogs within the park. Within the group, there were clear pro and con opinions. There were some participants open to consideration, with others remaining neutral. One participant who was extremely opposed to having dedicated space for dogs in the park based his concern on the presence of dogs creating unsafe conditions for his children.

Park Maintenance. Participants were

concerned about how the park would be maintained on a regular basis by the City. Group 1 participants also inquired how landscaping would be addressed given

current drought conditions and watering requirements.

Top Activities

Following the group brainstorm, participants in each group were given color dots to select from the brainstormed list of activities in order to identify their most preferred activities. Based on the number of choices, the facilitators of each group slightly modified the number of dots provided to each person.

GROUP 1

Within group 1, each person was given four dots that they could use to vote for their favorite activities among the brainstormed activity list. Adult exercise, natural features and social area emerged as the top three activities, with 11, 8 and 8 votes respectively. Other activities such as play structures, a fenced dog

Table 1. Group 1 activities ranked by number of votes

Activity	# of Votes
Adult exercise (yoga, stretching, bars)	11
Natural features (shade, planting, trees)	8
Social (clusters of seating, picnic tables, reading)	8
Play structures for different age groups	4
Fenced dog area	4
Community garden	2

area, unprogrammed open space and a community garden received fewer votes.

Adult Exercise. Group 1 participants discussed how to incorporate fitness for adults into the park as a way to rethink the park not only as a child's playground, but an interactive space for people of all ages. Amenities such as pull up bars and non-electric elliptical machines were used as examples and areas for yoga and stretching were proposed.

Natural features. Group 1 participants highlighted the importance of including landscaping and trees to provide shade and beauty in the park. A small grassy open space area could also be included to provide an area for informal and flexible uses.

Social. Group 1 highlighted that the park should include amenities that encourage socializing, such as clusters of seating and picnic tables.

GROUP 2

Within Group 2, each person voted for their preferred activity. The group then discussed how to consolidate activities into three top identified activities. Table 2 identifies the top three activities that were identified by the group along with the other activities discussed by the group.

Relaxing. A number of participants highlighted the importance of providing activities that promote relaxation. In particular, the group members discussed designing the park to encourage passive uses such as reading and sitting.

Table 2. Group 2 activities by group consensus

Activity	Group Consensus
Relaxing	●
Socializing/Engaging community	●
Playing (including picnicking, play structures)	●
Eating	
Reading	
Learning (including history of city and neighborhood)	
Engaging youth	
Gardening	
Exercise (pull-up bar)	

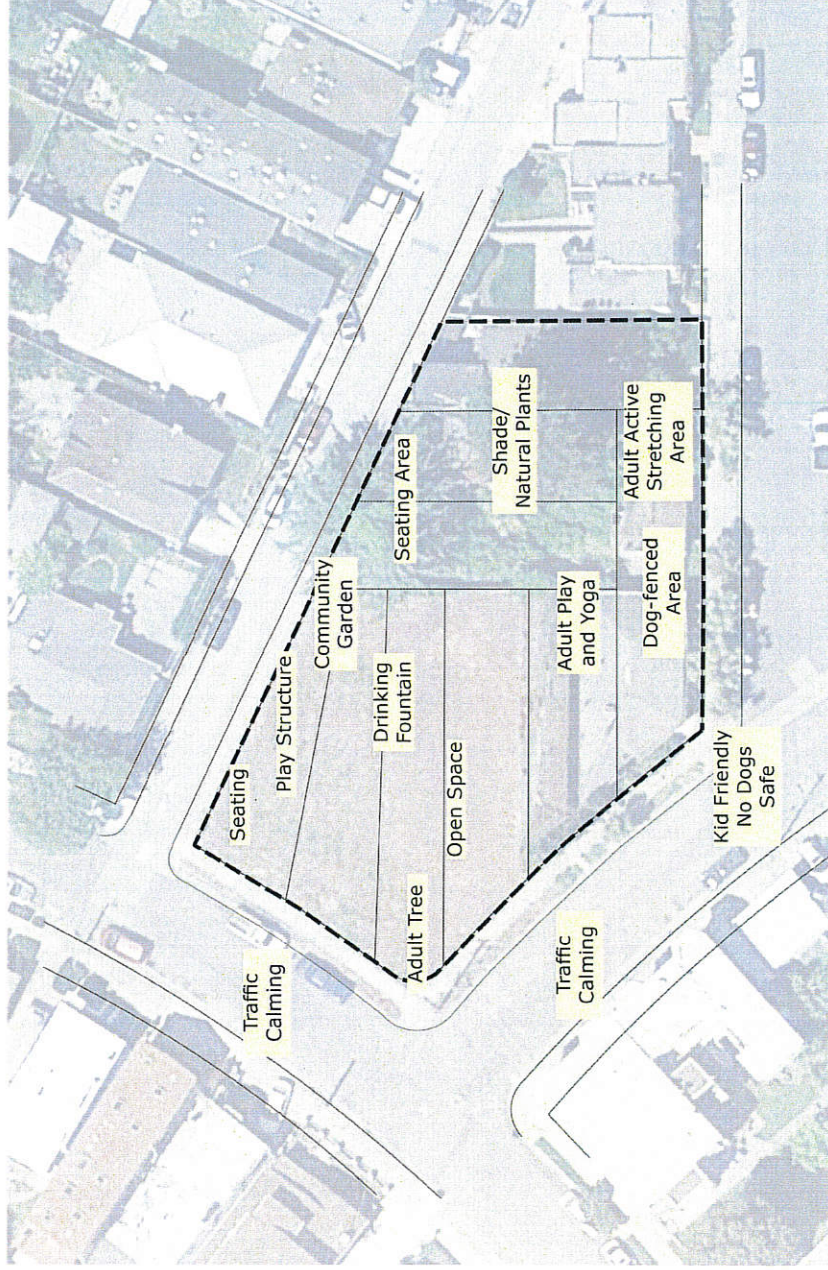
ENVISIONING THE PARK SITE

Facilitators then asked participants to use post-it notes to locate their preferred activities within the park site. The post-it notes were not to scale, so more activities than could fit on the site were suggested by the participants. However, the intention of the exercise was to provide an opportunity for people to locate where certain uses could be placed in relation to each other, without being constrained by considerations of space or the priority level of different amenities. The following images have digitized the sticky note comments for legibility. Photographs of the original activity are included at the end of this summary.

Socializing. Group 2 participants were in favor of designing the park for socializing, and participants proposed picnicking and block parties as activities that would engage and build the surrounding community in a positive way. Participants were also aware that these activities would have to be noise and timing sensitive to limit impacts on nearby residents.

Play. Group 2 participants agreed that elements of play were an important part of the new park. People recommended more traditional play structures and swings that could serve neighborhood children, as well as more creative elements as interactive play features, such as an educational garden.

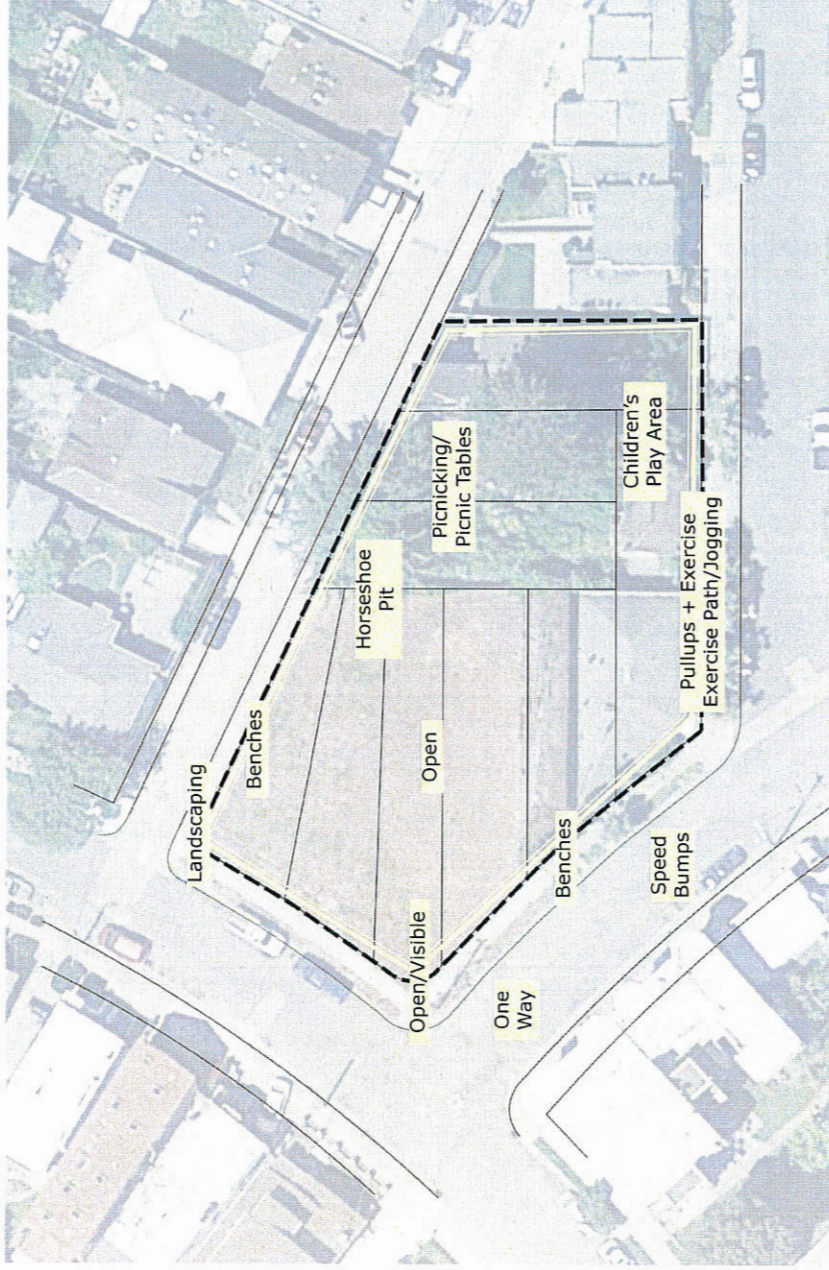
Group 1 Concept (Not to Scale)



Group 1 Concept Comments

- The group wants to look at designing traffic calming measures on the streets adjacent to the park site.
- The group did not resolve the discussion around whether having a dedicated dog-fenced area was suitable for this location, as reflected in the comments "Kid friendly/ No dogs/ Safe" and "Dog-fenced area."

Group 2 Concept (Not to Scale)



Group 2 Concept Comments

- Benches and landscaping at the park perimeter were proposed to create a natural and soft barrier to the street.
- Picnicking was proposed underneath the existing trees to leverage shade benefits of the mature trees.
- Group 2 participants proposed a perimeter fitness path that would allow community members an opportunity to jog, walk and do exercise activities.

CONCLUSION AND NEXT STEPS

Following the June 22, 2016 community workshop, the Design Team will consolidate and analyze the preferences and concerns of the workshop participants in order to generate design alternatives for the Florida Avenue park site. The next community workshop to be held on August 16, 2016 will allow community members to weigh in on alternative park design layouts.

- Place to sit and relax
- Social, adult exercise equipment
- Simple, functional
- Safe, playful, fun, joyous
- Group 2**
- Safety
- Clean
- Neighborly (but not too much)
- Natural, green and lush
- Peaceful and relaxing
- Aesthetically pleasing
- Play and recreation

- Yoga, stretching, rubber surfacing mound (3 votes)
- Duck ponds
- Fence area for dogs (4 votes)
- Shade, planting, beauty, trees (6 votes)
- Appropriate to the scale of the neighborhood
- Community garden (2 votes)

Group 2

- Relaxing
- Eating
- Picnicking
- Engaging community

Preferred Experiences

Group 1

- Water fountains
- Kids playing baseball as a community neighborhood
- Kid friendly, safe, no dogs
- Active, social, safe
- Pet-friendly
- Sanctuary, garden, picnic tables
- Unique and special

Activity Brainstorm

Group 1

- Clusters of seating – social (6 votes)
- Picnic tables, reading (2 votes)
- Open space, unprogrammed and flexible, green space (2 votes)
- Sliding, swinging – play structures for different age groups, preference for rubber surface (4 votes)
- Basketball hoop – active
- Adult exercise – bars, etc. (7 votes)

- Block party
- Socializing
- Safety
- Reading
- Playing/sports and athletics
- Learning
- Engaging youth
- Gardening
- History of city and neighborhood

Issues and Concerns

Group 1

- Parking
- Water
- Friendly to all ages - adults and children
- Dogs (+/-) Spectrum
 - May increase visitors from outside neighborhood
 - Dog-child interaction
 - Noise
 - On-leash signage
- Maintenance and Durability
- Safety
 - Traffic, boundary (fence)
 - Vandalism
 - Lighting (park hours, drug use)
 - Metal - hot for children
 - Seating for parents to supervise
 - Shade
 - Sails, trees

Group 2

- Animals and food (family of raccoons)

- Timeline for demolition of existing building

Group 1

- Lead paint
- Parties
- No bbq
- Restrooms or no
- Maintenance of the park
- ADA accessibility
- Demographics
 - Teenagers, adults

Top Activities

Group 1

- Adult Exercise
- Natural Features
- Social

Group 2

- Relaxing
- Socializing (Engaging Community and Picnicking)
- Play

Group 2 Activity Board

FLORIDA AVENUE PARK MASTER PLAN

Group #: 2
Facilitator: Kathleen + Robb
Date: 6/12/16

PREFERRED ACTIVITIES

- 1 Relaxing
- 2 Socializing / Engaging Community
- 3 Playing and picnicing

ISSUES AND CONCERNS

- + SAFETY
- + TRAFFIC
- + PARKING (CONSUMERS)
- + BEHAVIOUR (APPROPRIATE)
- + FLOODING
- + EX HOUSE
- + BALANCING USER GROUPS



SUMMARY OF WORKSHOP 2

AUGUST 16, 2016

WORKSHOP OVERVIEW AND FORMAT

The second Community Workshop for the Florida Avenue Park Master Plan was held August 16, 2016 at San Bruno City Hall. The workshop was the second in a series of two workshops being hosted by the City to create a neighborhood-driven design for the park. Fourteen community members attended the interactive workshop.

Kerry Burns, the City's Community Development Director, opened the meeting by welcoming participants. Joan Chaplick of the consulting design firm, MIG, served as the meeting facilitator for the evening. Joan reviewed the meeting agenda, which included a presentation on

the results of Community Workshop #1 and the draft Master Plan design concept that was developed based on input from that workshop; an open house during which participants could review and comment on the draft Master Plan; and a final report back and discussion with all participants.

Joan introduced Matthew Gaber, landscape architect from MIG who presented the draft Master Plan design concept. Matthew explained how the design had been developed by drawing on the preferred experiences, desired activities and issues/concerns identified by the participants at Workshop #1. Matthew then introduced the workshop activity that invited participants to provide feedback on the Master Plan.

The draft Master Plan design concept is shown on the following page.

WORKSHOP ACTIVITY

Participants circulated among four stations with large format poster boards. All four boards were the same, showing the Master Plan concept for the park; multiple copies were provided to enable all participants to view the plan in detail. Participants were invited to mark use "emoji" stickers to indicate their responses to various features and write more detailed comments on post-its or directly on the posters.

Following is a list of the emoji stickers that participants used to indicate their response to features of the Master Plan concept. The Summary of Results section below includes the Master Plan and the participants' comments, transcribed by board. Photos of the boards with the emoji sticker stickers and comments are included at the end of the summary.

KEY THEMES

Several themes emerged from participants' comments regarding the Master Plan concept, including:

The majority of responses to the proposed park design and features were positive, with "Approve" stickers far outnumbering "Issue" and "Question" stickers.

Participants liked the natural play area. They suggested the following features:

- Plenty of seating for parents
 - Enclosing or encircling the area
 - Creative play equipment
- The major issues or concerns expressed:
- Need for adequate trash and recycling receptacles throughout park, and trash cleanup
 - Landscape maintenance
 - Park serving to attract the homeless

- If (leashed) dogs are allowed—need for enforcement of cleanup, disposal bag dispensers

Two proposed features received only negative responses and were rejected by participants:

- Moveable seating—too easy to steal or damage
- Barbecues—participants liked picnic tables but didn't want the mess associated with barbecues

SUMMARY OF COMMENTS

All comments made on the Master Plan boards are transcribed on the following

Emoji Stickers used by participants



Approve - I like this component

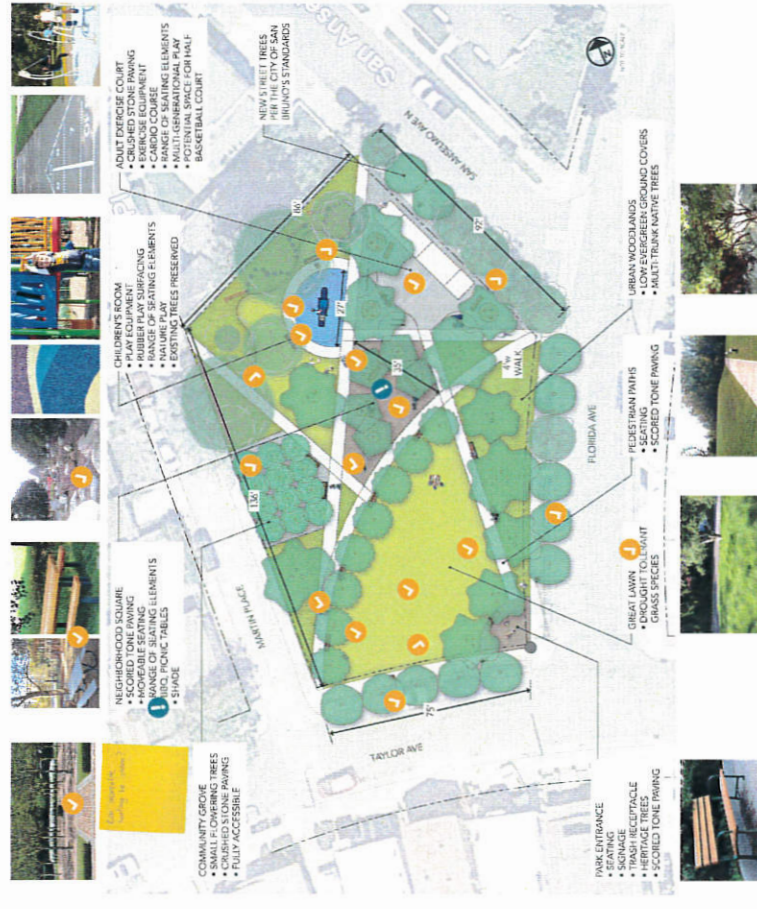


Issue - I have concern with this aspect



Question - I have a question about this

Board #2 with comments



COMMENTS

Does - they have changed the way they think about the park. They want to allow people to be more active in the park. (And, other comments that don't fit after them)

Poop bag dispenser (s)

Concerns about Homeless, Making Sealed Leashes, PARKING, Anti-gopher lawn, Sealed and up-of-bump lawn, Heavy grass areas, Post signs for dog clean-up

Board #2

Issues:

- "Moveable seating" crossed out on list of features

Comments:

- Dogs—how do we change the ordinance to allow leashed, well-behaved dogs in parks! (And their humans that clean up after them)
- Poop bag dispenser(s)
- Concerns about homeless, vandalism, skateboarders, PARKING
- Anti-gopher lawn so don't wind up with lumpy, bumpy grassy areas
- Post signs for dog clean-up

August 16, 2016



Board #3 with comments



COMMENTS

- For benches, finished Park
- How often will Parks and Rec clean up in the park?
- AD BBQ x 2

Plant labels ok BUT No BBQ

Board #3

Questions/Issues:

- "Moveable seating" crossed out on list of features
- No BBQ x 2
- How often will Parks and Rec clean up in the park?

Comments:

- Trash receptacles throughout park
- Picnic tables ok BUT NO BBQ

Board #4 with comments



Board #4

Questions/Issues:

- "Moveable seating" crossed out on list of features

Comments:

- Playground—plenty of benches here
 - Paris style – encircling play area
 - Ideally play area would be enclosed with low fence as well
- Most play areas lack enough seating for parents
- What are the designs of the moveable seating?
- Lighting
- Enough benches for parents
- For natural play area—would love something like Parc Floral in Paris—logs in architectural forms for kids to walk and play on
- Love the idea of bottle-filling fountains
- Great job. Love it.
- Will there be recycling bins? (near trash bins?)

CONCLUSION AND NEXT STEPS

The Design Team will revise the Master Plan concept, taking into account participants' comments. Neighbors will be notified of the Parks and Recreation Commission meetings so they can continue to stay involved.



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 25, 2016
TO: Honorable Mayor and Members of the City Council
FROM: Kerry Burns, Community Services Director
SUBJECT: Adopt Resolution Authorizing the City Manager to Execute a Contract with MIG, Inc. for Landscape Architectural Design Services for the Earl-Glenview and Florida Avenue Parks in an Amount Not to Exceed \$227,750

BACKGROUND:

Under authorized contract, over the past several months, staff has worked with the firm of MIG, Inc. to complete individual park master plans for the Earl-Glenview Park and Florida Avenue Park. These two master plans provide the conceptual design vision for the two parks. Development of these master plans included extensive neighborhood outreach and input from the Parks and Recreation Commission.

The Earl-Glenview Park design includes the following design vision:

- An overlook with seating, paving and a view of the Crestmoor Canyon;
- Play space with active play equipment and a rubber play surface;
- Serves as a neighborhood gateway with signage, heritage trees, scored toned paving and, seating;
- Drought-tolerant plant material and a space for open play;
- A neighborhood square with seating, picnic tables and, scored toned paving;
- Play space for children ages 2-5 with low fencing, seating, a rubber play surface and play equipment;
- An urban forest buffer area adjacent to two homes with vertical tree plantings and low maintenance ground cover;
- An adventure course with toned paving and four-foot wide path;
- Flexible event space; and,
- Area for possible use as a sports court with seat wall and park overlook.

The Florida Avenue Park Draft Master Plan includes the following design features:

- Park entrance with signage, seating, heritage trees and scored tone paving;
- Community grove of small, proportionally sized, flowering trees, with fully accessible crushed stone paving;
- Neighborhood square with scored tone paving, seating, picnic tables and, shade from trees;
- Children's "room" or play area with play equipment, rubberized play surfacing, seating, and play equipment;

10.c.

- Adult exercise features including a cardio course, multi-generational play equipment and, space for sports activities including potentially a half basketball court;
- New mature trees per the City's standards and preservation of two on-site mature heritage trees;
- Urban woodlands with low evergreen ground cover and multi-trunk native trees;
- Pedestrian paths with seating and scored ton paving; and,
- Great Lawn area with turf or drought tolerant grass.

The City Council approved the Earl-Glenview Park Master Plan at its meeting on September 27, 2016 and took action earlier this evening on the Florida Avenue Park Draft Master Plan. Now with the completion of the design vision for the two parks, architectural design can commence including grading plans, planting plans and plant palette, landscape layout, materials plans, irrigation area plans, lighting and electrical plans, and equipment selection such as play equipment, benches, trash receptacles and picnic tables. Once completed, these landscape architectural design drawings will be used to bid and construct the parks.

DISCUSSION:

A Request for Proposals (RFP) for landscape architectural design services was distributed to fourteen landscape architectural firms on September 23, 2016 and was advertised on the City's website. Firms were given approximately two weeks to prepare proposals which were due on October 7, 2016. The City received proposals from three design firms to design both parks. Each was evaluated based on the firm's qualifications, project manager and team experience and demonstrated knowledge and success with similar size projects. The proposal fees among the three bidders were all very close with only a few thousand dollars between the low and high proposals.

Based on the evaluation criteria, staff recommending MIG, Inc. be awarded the contract to provide architectural design services for both parks. By awarding the design work to one firm, efficiencies in meeting time and design can be achieved resulting in a savings of \$12,250. MIG, Inc. has over thirty-four years of design experience and has successfully provided landscape architectural design services to numerous cities throughout California and the United States. Additionally, they offer the unique ability to provide project continuity by having developed both the Earl-Glenview and Florida Avenue Park Master Plans.

An extensive neighborhood engagement process has been undertaken throughout the development of both the Earl-Glenview and Florida Avenue Park Maser Plans. Three neighborhood meetings were conducted prior to the creation of the Earl-Glenview Park Master Plan and two neighborhood meetings were conducted for the Florida Avenue Park. In both instances, the neighborhood was invited to provide input input on their preferred design and amenities for their future neighborhood park, articulate their vision for the park and to share concerns regarding neighborhood impacts, safety and maintenance. They were also asked for their preferences on placement of various park elements such as play areas and features for young children, teens and adults, social and gathering areas, spaces for solitude and quiet contemplation and open space and natural elements. Residents were asked to develop a park design layout by placing color-coded pieces of paper on a site map which represented park features. Based on this input, a concept plan was created and introduced. For both the Earl-Glenview and Florida Avenue Parks, meeting participants were very pleased with the design and expressed a strong interest in seeing the park constructed in a manner consistent with

presented design concept. Following the neighborhood meetings, the final Draft Master Plans for both parks was placed on the City's website. A letter was sent to all neighborhood residents inviting further review and input to City staff. Following these steps, the Draft Master Plans were presented to the Parks and Recreation Commission for their input. The Commission unanimously recommended the Florida Avenue Park Master Plan to the City Council and in an 8-1 vote, recommended the Earl-Glenview Park Master Plan to the City Council, with the opposing vote expressing support for the overall park design but a preference for the sports court to be located on the east site rather than the west site.

Crestmoor and Florida Avenue neighborhoods will continue to be engaged throughout the design phase. At the 60% and 90% design phase, a project update will be provided to the Parks and Recreation Commission. At these meetings, the Commission will be asked for its input on specific design elements and fixtures within the parks. Additionally, letters will be mailed to the neighborhoods inviting them to these meetings in order for their input to be heard and incorporated.

Design of the Earl-Glenview and Florida Avenue Parks is scheduled for completion by early 2017 followed by construction of both parks which will be bid spring 2017.

FISCAL IMPACT:

Funding for the design of the Earl-Glenview and Florida Avenue Parks is allocated in the Fiscal Year 2016/21 Capital Improvement Program Budget. The Earl-Glenview Park design and construction is funded through the Crestmoor Trust Fund and the Florida Avenue Park through a combination of a \$200,000 grant from the San Bruno Community Foundation and the General Fund Capital Reserve.

The approved budget for the Florida Avenue Park design and construction is \$775,000. The Florida Avenue Park Master Plan estimates the total project cost for design and construction at \$841,751, or approximately \$67,000 more than the approved budget. Equipment, surfaces and materials will be incorporated into the design in order to deliver a park design which can be constructed within the approved budget.

The Earl-Glenview Park design and construction budget is \$1,750,000. The Earl-Glenview Park Master Plan calculates the design and construction cost at \$1,367,250. With the final phase of the Crestmoor Neighborhood infrastructure improvements underway, equipment, surfaces and materials will be incorporated into the design in order to deliver a park design which can be constructed within the approved budget.

ALTERNATIVES:

1. Do not authorize award of this contract and defer the park project(s).
2. Modify the scope of the park project(s) to reduce design and construction costs. In particular, the City Council may wish to consider focusing Earl-Glenview Park improvements on the three lots on the east side of Glenview Drive and not proceeding with development of the lot at 1701 Earl Avenue on the west side of Glenview Drive. This approach would result in a savings of \$19,750 for design and an estimated savings of \$352,000 for construction for a total of \$371,750.
3. Direct staff to choose a different design firm from those submitting proposals.
4. Direct staff issue a new request for proposals.

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute a contract with MIG, Inc. for landscape architectural design services for the Earl-Glenview and Florida Avenue Parks in an amount not to exceed \$227,750.

ATTACHMENTS:

1. Resolution

DISTRIBUTION:

None.

DATE PREPARED:

October 20, 2016

REVIEWED BY:

___ CM
___ CA
___ FIN

RESOLUTION NO. 2016 –

ADOPT RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH MIG, INC. FOR LANDSCAPE ARCHITECTURAL DESIGN SERVICES FOR THE EARL-GLENVIEW AND FLORIDA AVENUE PARKS IN AN AMOUNT NOT TO EXCEED \$227,750

WHEREAS, over the past several months, staff has worked with the firm of MIG, Inc. to complete individual park master plans for the Earl-Glenview Park and Florida Avenue Park; and

WHEREAS, these two master plans provide the conceptual design vision for the two parks; and

WHEREAS, with the completion of the design vision for the two parks, architectural design can commence including grading plans, planting plans and plant palette, landscape layout, materials plans, irrigation area plans, lighting and electrical plans, and equipment selection such as play equipment, benches, trash receptacles and picnic tables; and

WHEREAS, once completed, these landscape architectural design drawings will be used to bid and construct the parks;

WHEREAS, a Request for Proposals (RFP) for landscape architectural design services was emailed to fourteen landscape architectural firms on September 23, 2016 and was advertised on the City's website in late September and early October 2016; and

WHEREAS, firms were given approximately two weeks to prepare proposals which were due on October 7, 2016 and the City received three (3) proposals with each evaluated based on the firm's qualifications, project manager and team experience and demonstrated knowledge and success with similar size projects; and

WHEREAS, the proposal fees among the three bidders were all very close with only a few thousand dollars between the low and high proposals; and

WHEREAS, by awarding the design work to one firm, efficiencies in meeting time and design can be achieved resulting in a savings of \$12,250; and

WHEREAS, MIG, Inc. has over thirty-four year of design experience and has successfully provided landscape architectural design services to numerous cities throughout California and the United States and offers the unique ability to provide project continuity by having developed both the Earl-Glenview and Florida Avenue Park Master Plans.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of San Bruno adopts a resolution authorizing the City Manager to execute a contract with MIG, Inc. for landscape architectural design services for the Earl-Glenview and Florida Avenue Parks in an amount not to exceed \$227,750.

Dated: October 25, 2016

ATTEST:

Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 25th day of October, 2016 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____