

Memo



To: Advisory Board of Directors

From: Mike Blondino, District Administrator
James Perry, Park Services Manager

Date: December 16, 2021

Subject: Request Approval to Use Park Impact Fees from O'Donnell Walkway Project for Garfield House Landscape Project

Background/Discussion:

As part of the fiscal year 2021-22 Budget, the Advisory Board approved \$25,000 for a landscaping improvement project in the front of the Garfield House. Staff selected Wilson Design Studio Landscape Architecture using \$2,500 of funding allocated from the project to prepare plans/specs and cost estimates. Staff then requested quotes from three (3) local contractors, but received only one response. This quote came from PBM. As reported at the last Advisory Board Meeting, they were selected to do the work with the lowest responsible bid of \$37,217; however, the bid was \$14,717 over the budgeted amount. Staff approached the Carmichael Parks Foundation for additional funding. They committed up to \$15,000 from available funds so the project could be completed.

On September 27, staff met with the Facility Committee at the Garfield House where they observed a safety issue on the east end of the house regarding the uneven patio pavers. These pavers would connect to the landscaping work that PBM would be undertaking. The Facility Committee recommended due to safety issues that staff get estimates to remove the pavers and replace with concrete and a retaining wall. It would be best to purchase the retaining wall material needed (\$2,000) and do the work in-house to save money. Staff then received a quote from PBM of \$21,594 to do the remaining work for the new patio, for a total project cost of \$23,594. Since the original landscaping project work to be done by PBM for the front of the Garfield House is set to get underway (and scheduled to take 4-6 week depending on weather), the additional work will not need a mobilization charge as the contractor will already be on-site.

Budget/Fiscal Impact:

FY2021-22 Adopted Budget includes \$100k allocation from Park Impact Fees towards the O'Donnell Heritage Park. It's not likely that CRPD will be able to execute the trail project due to recent price increases for labor and materials. CRPD has an opportunity to address a potential safety issue now using these eligible funds to complete the concrete patio and retaining wall at the Garfield House. Staff recommends that the O'Donnell trail project be reconsidered for the FY2022-23 CIP program.

Recommendation:

Staff recommends approval by the Advisory Board to use \$23,594, from Park Impact Fees identified in the FY2021-22 Adopted Budget for the General Fund 337A allocated to the O'Donnell Walkway Project for the retaining wall and additional contracted concrete work at the Garfield House.