

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

|   |   |   |                      |
|---|---|---|----------------------|
| (1) DEPARTMENT<br>General Services Agency   | (2) MEETING DATE<br>6/4/2013  | (3) CONTACT/PHONE<br>Janette Pell, General Services Agency Director<br>805-781-5200   |                      |
| (4) SUBJECT<br>Submittal of a resolution authorizing execution of a Notice of Completion and Acceptance for the construction of improvements at the Norma Rose Park, 2491 South Ocean Avenue, Cayucos. District 2.  |   |   |                      |
| (5) RECOMMENDED ACTION<br>It is recommended that the Board:<br>1. Approve the Resolution documents and a Notice of Completion and Acceptance for the construction of improvements at Norma Rose Park, and;<br>2. Instruct the Chairperson to sign the Resolution. |   |   |                      |
| (6) FUNDING SOURCE(S)<br>Public Parks Facilities Fees - \$600,000   | (7) CURRENT YEAR FINANCIAL IMPACT<br>Project Budget: \$600,000<br>Construction Contract: \$297,576<br>Total Project Budget: \$600,000 | (8) ANNUAL FINANCIAL IMPACT<br>\$0.00   | (9) BUDGETED?<br>Yes |
| (10) AGENDA PLACEMENT<br><input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)   |   |   |                      |
| (11) EXECUTED DOCUMENTS<br><input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A  |   |   |                      |
| (12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)<br>NA   |   | (13) BUDGET ADJUSTMENT REQUIRED?<br>BAR ID Number: NA<br><input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A                                   |                      |
| (14) LOCATION MAP<br>Attached   | (15) BUSINESS IMPACT STATEMENT?<br>No   | (16) AGENDA ITEM HISTORY<br><input type="checkbox"/> N/A    Date: January 8, 2013; November 6, 2012; August 24, 2010; April 3, 2007; June 7, 2005; May 7, 2002: November 6, 2012: |                      |
| (17) ADMINISTRATIVE OFFICE REVIEW<br><i>Nikki J. Schmidt</i>  |   |   |                      |
| (18) SUPERVISOR DISTRICT(S)<br>District 2 -   |   |   |                      |

# County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services Agency / Janette Pell, Director  
805-781-5200

DATE: 6/4/2013

SUBJECT: Submittal of a resolution authorizing execution of a Notice of Completion and Acceptance for the construction of improvements at the Norma Rose Park, 2491 South Ocean Avenue, Cayucos. District 2.

## **RECOMMENDATION**

It is recommended that the Board:

1. Approve the Resolution documents and a Notice of Completion and Acceptance for the construction of improvements at Norma Rose Park, and;
2. Instruct the Chairperson to sign the Resolution.

## **DISCUSSION**

In 2004, the County Planning Commission approved (Resolution 2004-23) a Park Master Plan for a community park located in Cayucos. The park was later named Norma Rose Park. The Park Master Plan approved by the Planning Commission included: a children's playground, a full basketball court, a 10,000-square foot skate park, a 200-square foot restroom, 36 parking spaces, benches, picnic tables, trash receptacles, open multi-use areas, landscaping, and drainage improvements on a 1.5 acre site. The initial scope of the project was budgeted with \$200,000 PPF funds and in FY 2002-03 the project was augmented by an additional \$400,000 of PPF funds for a total project budget is \$600,000.

In 2008, GSA-Parks received a "Substantial Conformity Ruling" that allowed a temporary 3,200 to 5,000 square foot unleashed dog area be allowed until Norma Rose Park is developed with a permanent 5,000 to 7,000 square foot unleashed dog area be allowed at the time of park development. In 2009, a 5,000 square foot unleashed dog area (Norma Rose Dog Park) was constructed by a volunteer group and is maintained through an Adopt-A-Park Agreement. In 2010, the 200 square foot ADA compliant, self-contained waterless restroom was delivered and installed. With the installation of the bathroom and the dog park the Coastal Land Use permit was vested and in 2012 the Board authorized GSA - General Services to go out to bid the project.

On January 14, 2013 the Board of Supervisors awarded the construction contract to Raminha Construction Inc. of Atascadero, CA. for \$278,000 for the Norma Rose Park improvements. The project included improvements to site access, parking, curb/gutter and drainage, as well as a portion of the landscaping. A change in scope to the original construction contract consisting of, unanticipated soil conditions, improved soil stabilization, and an increased interface between existing paving and new construction resulted in a change order of \$19,576 for an adjusted construction contract total of \$297,576. On April 29 the project was substantially complete and on May 10 GSA-Parks and GSA-General Services declared the work to be complete. The County has also received the final closing documents from Raminha Construction Inc. that comprise the completion and acceptance notice to officially file the completion of the project and verify that all payments have been made by the Contractor, and all required submittals have been received by the County. The final notice of completion is required for the release of the retention and the start of the one year maintenance period.

With the initial scope of the project complete the remaining work to the Norma Rose Park Master Plan such as, the children's playground, full basketball court, 10,000-square foot skate park, and final landscaping will be completed in the future as funding allows and volunteer assistance located.

**OTHER AGENCY INVOLVEMENT/IMPACT**

GSA-Parks initiated the project through the Park Master planning process. County Planning and Building reviewed and approved the Coastal Permit and provided environmental review. Public Works Department has reviewed and approved the final plans as they impact the adjacent roadway. Local advisory councils and user groups have provided input on the scope and design of the facilities. GSA-General Services were assigned to oversee the completion of the design and construction documents, secure any additional permits required and complete the bidding and construction phases of the project.

**FINANCIAL CONSIDERATIONS**

The initial budget was established during the FY 2001-02 budget process in the amount of \$200,000 from PFF funds. The project was augmented during the FY 2002-03 budget process with the additional amount of \$400,000 of PFF funds. The total PFF funding for the project was \$600,000. This history along with the current project expenditures are highlighted in Table 1.

Table 1

| <b>EXPENDITURES</b>                            | <b>ADJUSTED BUDGET</b> | <b>EXPENDITURES THRU 05/16/13</b> | <b>FUNDS AVAILABLE</b> |
|--|------------------------|-----------------------------------|------------------------|
| Project Administration                         | \$121,879              | \$129,359                         | \$(7,480)              |
| Professional Services                          | \$119,361              | \$114,911                         | \$4,450                |
| Construction Contract                          | \$329,411              | \$348,987                         | \$(19,576)             |
| Contingency (10%)                              | \$27,800               | \$0                               | \$27,800               |
| Misc. Expenses (Permit, PW Fees, Legacy costs) | \$1,549                | \$1,718                           | \$(169)                |
| <b>TOTAL EXPENDITURES</b>                      | <b>\$600,000</b>       | <b>\$594,974</b>                  | <b>\$5,026</b>         |

**RESULTS**

The completion of the construction provided a substantial portion of the overall development of the park, providing improved access and ADA compliant parking for access to the existing off leash dog play area, restrooms and the other immediate areas. The project also provides mitigation measures for storm water runoff prior to running into Cayucos Creek. As funding becomes available the final components can be developed. Completion of Norma Rosa Park Master Plan will help provide a livable community by providing access to needed public recreation.

**ATTACHMENTS**

1. Norma Rose Park Vicinity Map
2. Notice Of Completion and Acceptance
3. Owner's Final Certificate of Completion
4. Resolution Authorizing Execution of Notice of Completion and Acceptance