



Special Meeting Date: January 24, 2012

TOWN OF MORAGA

STAFF REPORT

To: Park and Recreation Commission
From: Jay Ingram, Parks and Recreation Director
Subject: January 24, 2012 Special Meeting

Item V

Continuation of East Bay Regional Park District Measure WW grant funds that remain available to the Town of Moraga – (discussion/action)

As a first step towards allocating defined amounts for the remaining East Bay Regional Park District (EBRPD) Measure WW grant funds provided to the Town, the Commission requested further clarification on the Rancho Laguna Park project, specifically, costs for different types of fencing and different playground options.

The remaining \$142,000 in Measure WW funds is being considered to fully or partially fund three different projects, one each at the Commons Park, Rancho Laguna Park and Hacienda de las Flores. Due to anticipated litigation challenging the adoption of the Rancho Laguna Park spatial separation based on CEQA (California Environmental Quality Act) exemptions, the Park and Recreation Commission shall not discuss the Rancho Laguna Park project at this time.

On January 17, 2012, in addition to Rancho Laguna Park, the Park and Recreation Commission discussed the use of WW funds for three restroom renovations at the Hacienda property in the amount of \$42,000. Additionally, the Commission considered a request from the Park Foundation of \$30,000 to enable the Foundation to complete the Bandshell project. This \$30,000 request is in addition to Town Council approval of \$15,000 in WW funds for pathway improvements, bringing the total request to \$45,000.

EBRPD Measure WW grant fund requests require the Town to follow its own contracting procedures as well as pay prevailing wage when funding public projects with Measure WW funds. An excerpt from the EBRPD Grant Guideline Clarification for Applicant Agencies – March 2010 states:

Construction of the Project - Participating Entities may construct projects themselves with their own forces or hire construction contractors. Participating Entity's contracting procedures and prevailing wage requirements apply.

In Moraga, construction projects \$30,000 or less can be done through a negotiated contract. Construction projects exceeding \$30,000 and up to \$125,000 must follow the Town rules and regulations on the informal bid process.

If the Park Foundation requests \$30,000, the process would be expedited by using a negotiated contract, allowable under the Town's Informal bid procedures for public construction contracts. If the Park Foundation requests \$45,000, additional time will need to be allocated to define the project to be completed using Measure WW funds. The Foundation/Town needs to develop a project description for bidding contractors. The Town must allow at least 10 days for the invitation to bid period. Staff is concerned that the extra time in this process will push the project up against the March 31, 2012 submittal deadline. However, the Town does not have sufficient detail on the Park Foundation funding request at this time. It is recommended the Commission receive a formal request from the Park Foundation, hopefully in time to submit a grant request to EBRPD by March 31, 2012.

Measure WW funding for the Hacienda Foundation was discussed at a level of \$42,000. If granted, this request would have to be informally bid, following all previously mentioned procedures. Staff would suggest submitting a request to EBRPD, bidding the project late summer 2012, with a construction window of November/December 2012 to complete the renovations after the peak Hacienda event rental season.

Measure WW grant funds work on a reimbursement basis. Once work is done, project is funded by EBRPD. On short projects such as these, staff anticipates all expenditures to be reimbursed after project completion.

Recommended Action:

1. Receive a formal funding request from the Park Foundation for the Commons Park Bandshell project, which could happen on January 24, 2012 or shortly thereafter.
2. Approve funding request for the Hacienda Foundation in an amount not-to-exceed \$42,000. Request the Town Council approve the use of \$42,000 in WW grant funds for a 2012 submittal.