



AGENCY:	City Council
MEETING DATE:	September 22, 2008
DEPARTMENT:	Community Development
PREPARED BY:	M. Jones
DEPT. DIR. APPROVAL:	_____
CITY MGR. APPROVAL:	_____
PRESENTED BY:	M. Jones

AGENDA ITEM SUMMARY

TITLE:

RECEIVE UPDATE REGARDING NORTH FORT BRAGG COASTAL TRAIL PROJECT ON MILL SITE AND GLASS BEACH HEADLANDS AND APPROVE REQUEST FOR PROPOSALS FOR DESIGN, ENGINEERING, AND RESTORATION PLANNING SERVICES

ISSUE:

The City of Fort Bragg is in the process of acquiring a coastal trail corridor and parkland along the coast of the Georgia-Pacific Mill Site. It is anticipated that the coastal trail and parkland parcels will be remediated next year and the title will transfer to the City in 2010. At that time, the City would like to begin construction of parkland improvements and restoration activities.

At the June 9, 2008 Council meeting, the Council received a status update on the planned coastal trail project on the Glass Beach Headlands at MacKerricher State Park and provided direction to staff to work with State Parks to coordinate the environmental review for the City's coastal trail project on the northern end of the Mill Site with State Parks' project on the adjoining property. The two projects are linked to one another geographically and functionally. Parking and restrooms on the City's northern Mill Site parkland will serve visitors to both recreational facilities. Plus, the City's coastal trail project includes construction of a Class I bike and pedestrian facility on City-owned right-of-way adjoining the State Parks' property on the west side of Glass Beach Drive.

In order to proceed with environmental review and permitting, the City needs design, engineering and restoration planning services to complete the project description for its portion of the North Fort Bragg Coastal Trail Project. State Parks has developed a complete project description for their facility using in-house staff services. This item is agendized to provide an update to the Council and to receive authorization to issue a Request for Proposals for consultant services for the City's portion of the Coastal Trail, using federal funds received through Congressman Mike Thompson's office and administered through a Caltrans grant.

RECOMMENDED ACTION:

Receive Update Regarding North Fort Bragg Coastal Trail Project on Mill Site and Glass Beach Headlands and Approve Request for Proposals for Design, Engineering and Restoration Planning Services

ALTERNATIVE ACTION(S):

1. Receive report and take no action.
2. Receive report and provide direction to staff regarding modifications to proposed scope of services for Request for Proposals.

ANALYSIS:

The City, State Parks, Mendocino Land Trust, National Park Service, State Coastal Conservancy, Georgia-Pacific, and local residents have been engaged in a planning process for the new parkland areas on the Mill Site and the adjoining Glass Beach Headlands for more than three years. Once constructed, the envisioned coastal trail will traverse more than four miles of coastline in Fort Bragg between Noyo Bay and Pudding Creek.

As part of this collaborative process, in September 2006, the City held a design charrette for the trail entitled "Reconnecting to Our Coast: Planning the Coastal Trail from Noyo Bay to Pudding Creek". The workshop brought together community members, agency staff, students, artists, and American Society of Landscape Architects (ASLA) volunteers, to creatively define appropriate trail corridor development and enhancements, adjacent parkland concepts, site restoration, community connections, and interpretive features.

In 2007, the Community Development Department drafted the North Coastal Trail Master Plan which defines a basic trail alignment and many of the features of the proposed parkland and coastal trail on the Mill Site. The Master Plan was presented to the City Council and the Council endorsed its recommendations, although no decisions were made about trail width and materials. The consultant team would be tasked with developing recommendations regarding trail width/materials and obtaining City Council concurrence as part of the scope of services for the design and engineering contract.

Over the past year, City staff and State Parks staff have conferred with most of the resource agencies to obtain feedback about trail design and alignment, parking, and other amenities. City staff has had substantive discussions about the project with staff from the Department of Fish & Game, the State Office of Historic Preservation, and the Coastal Commission. The Coastal Commission's Executive Director visited the Glass Beach site and agreed that the proposed trail project should be considered a "restoration" activity under the City's Local Coastal Program since the existing web of informal trails on the Glass Beach Headlands is clearly damaging the sensitive habitat on the site.

City staff has also initiated conversations with the Mendocino Coast Botanical Gardens and State Parks about plant propagation strategies for restoration/revegetation of the approximately 20 acres of paved area on the northern coastal trail corridor on the Mill Site. Development and implementation of the restoration plan will require close coordination and input from the Botanical Gardens, Mendocino Land Trust, private nurseries and City staff. Staff recommends that a restoration plan steering committee be established as part of this project.

At this time, staff recommends that the City move forward with a consultant procurement process for an engineering and restoration planning team to develop plans and specifications and a restoration plan for the North Fort Bragg Coastal Trail project on the lands that the City is

acquiring on the north portion of the Mill Site. These consultant services are necessary because: (1) the City needs a detailed project description to undertake environmental review of the project; and (2) the City needs a restoration plan in order to begin plant propagation activities in 2009 which would enable restoration activities to be undertaken in conjunction with trail development in 2010-2012.

The Request for Proposals would seek proposals from qualified consultants (civil engineering, landscape architects, and restoration experts) interested in contracting with the City of Fort Bragg to prepare detailed plans for park improvements to the North Fort Bragg Coastal Trail on property to be acquired by the City on the Mill Site and on the City-owned right-of-way adjacent to Glass Beach Drive. Specifically the project will include: development of trail standards (materials, width, trail “furniture”), design of the trail parking area, restrooms, site interpretive features, trail amenities, a site restoration plan, engineer’s estimate, and construction schedule.

The attached scope of services anticipates that the scope of work for the design and engineering consultant will be phased. Phase I will consist of all activities that are necessary to provide a project description of sufficient detail to complete the environmental analysis. Phase II allows the design/engineering team to provide technical input as needed to the environmental team. Upon completion of the environmental analysis, Phase III will consist of the design/engineering team completing all detailed plans and specifications.

Once the design and engineering phase is underway, staff will prepare a Request for Proposals for consultant services to prepare an environmental document for the project. Based on Council’s direction and with State Parks agreement, the environmental document will be a “joint” document that evaluates coastal trail facilities for the North Fort Bragg Coastal Trail Corridor on both the northern end of the Mill Site and on the adjoining Glass Beach Headlands of MacKerricher State Park. State Parks will be preparing the project description and environmental analysis for their portion of the project, but the City’s consultants will be tasked with integrating that information into one cohesive environmental document for the entire project. We believe this document will be more comprehensive, integrated, and defensible than separate documents by each agency.

FISCAL IMPACT:

Completion of the final plans and specifications will be funded with federal grant funds. Fiscal impacts will be limited to costs associated with the ongoing staff time to manage the project and the project consultants.

IMPLEMENTATION/TIMEFRAMES:

Staff anticipates the following rough timeframe for the completion of this project:

- Phase I: Completion of 30% Plans and Specifications Feb 2009
- Completion of Restoration Plan Feb 2009
- Phase II: Preparation of Environmental Document Feb 2009- Feb 2010
- Obtain Coastal Development Permit Feb – July 2010
- Phase III: Completion of 100% Plans and Specification April 2010
- Plant Propagation Feb 2009 - 2012
- Trail Construction Summer 2011
- Restoration Plan Implementation 2010-2012

ATTACHMENTS:

1. [Draft Scope](#) of Services for Request for Proposals for Consulting Services for Detailed Design, Engineering, and Restoration Plan for North Fort Bragg Coastal Trail

NOTIFICATION:

1. Marilyn Murphy; State Parks
2. Tamira Jones and James Bernard; Mendocino Land Trust,
3. Matt Gerhart, State Coastal Conservancy
4. Sue Smith
5. Lori Hubbart, California Native Plant Society

City Clerk's Office Use Only

Agency Action	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved as Amended
Resolution No.:	_____	Ordinance No.:	_____
Moved by:	_____	Seconded by:	_____
Vote:	_____		
<input type="checkbox"/> Deferred/Continued to meeting of:	_____		
<input type="checkbox"/> Referred to:	_____		

Attachment 1.

Scope of Services for Request for Proposals for Consulting Services:

Detailed Design, Engineering and Restoration Plan for

North Fort Bragg Coastal Trail

SCOPE OF WORK

The City of Fort Bragg is seeking proposals from qualified consultants, including civil engineers and landscape architects, interested in providing engineering and design services to the City for the Fort Bragg North Coastal Trail Project. Services for this project will include preparing an ecological restoration plan, plans and specifications for trail construction, including all amenities, an engineer's estimate, and construction schedule. Services will also include providing catalogue cut sheets for proposed improvements.

The project will reflect the design criteria outlined in the document entitled Draft North Coastal Trail Master Plan prepared by the City Community Development Department. The document is available at cost for \$35 per copy. It can also be found on the City's Website.

The conceptual design for the project can be found in Attachment A.

Tasks will consist of the following:

Phase I

1. Project kick-off meeting with City and State Parks staff.
2. Review Coastal Trail Master Plan, Reconnecting to Our Coast, State Parks planning documents, and other background materials in order to identify outstanding policy issues that require further direction and develop any outstanding policy and design recommendations for consideration by staff and City Council.
3. Project kick-off workshop with City Council. Summarize the consultant teams' review of existing planning documents, provide design and policy recommendations to City Council, and obtain additional direction from City Council regarding outstanding policy and design issues or alternatives.
4. Develop preliminary engineering and design alternatives/elements. Staff anticipates that the preliminary engineering and design elements will serve as the project description for the environmental review and analysis. The engineering and design elements for this project shall include but not be limited to the following elements:
 - a. Maps and Plans. Maps and Plans shall include, but not be limited to, existing conditions, demolition, grading, drainage improvements, and re-vegetation plan

- b. Vehicular access. Vehicular access to the North Coastal Trail will need to occur as an extension of Elm Street onto the park site, as well as from Glass Beach Drive. A parking lot will be constructed at the end of the Elm Street extension and will include a turn around and viewing area. Barricades will be required to ensure that vehicles do not leave the public street and parking lot. Low split rail fence will be installed along the northern boundary of the extension of the Elm Street onto the site to ensure that cars do not egress onto the Glass Beach Headlands.
- c. Parking. The main parking lot will be located at the north-western boundary between the State Parks property and the City property (GP Mill Site). The site includes a half acre of land for parking, a restroom, and interpretive elements at this site. The parking lot will also serve cyclists and include bicycle racks.
- d. Trails. One consolidated multi-use trail will extend north to south across both State Parks and City owned park areas. This primary multi-use trail will be supplemented with smaller 3 and 5 foot improved trails, boardwalks, a beach access stairwell and viewing platforms.
- e. Signage. The signage system will be integrated across the State Parks and the City owned portions of the North Coastal Trail. Signage will include monument signs for entrances, safety signage, and interpretive signage. The interpretive signage will incorporate at least three common themes for the site as outlined in the existing Coastal Trail Interpretive Plan for the site. These themes include: transitions through time, how the people and the environment of the coast have mutually shaped and influenced each other, and reconnection to the coast.
- f. Site Furnishings. Site furnishings will include ADA accessible benches, trash receptacles, and dog refuse bag dispensers.
- g. Restrooms. Two unisex waterless ADA accessible public restrooms will be provided at the parking lot at the interface between the City and State parks. The restrooms will be portable-style toilets enclosed in a permanent wood structure.
- h. Site Restoration Plan. The restoration plan should include, at a minimum: development of land contours to assist with stormwater management and any water control structures; methods for conserving or stockpiling topsoil; identification of current soil conditions and recommendations for soil enhancements if necessary; a planting program including plant pallets appropriate to the location; sources of seeds, timing and phasing of planting and other restoration activities across the 19-acre site; and a habitat management plan.

5. Prepare a preliminary cost estimate for all elements included in the design.

Phase II

Staff anticipates that the environmental review process will include an EIR/EIS as the City is using some Federal funding for the project. There will be reduced activity by the engineering/restoration/design team while the environmental review process is underway.

1. Assist with environmental review process. The City will hire a consultant firm to prepare the environmental document for the project; however some collaboration or assistance will be necessary between the design/engineering team, especially when developing project alternatives for review. This task can be bid as a time and materials task, rather than a fixed bid task.

Phase III

The City anticipates that the engineering/restoration/design team will continue with the development of detailed plans and specifications, once the environmental document and review process is substantially completed.

1. Meet with staff and relevant resource agencies (as required) to obtain feedback and direction regarding draft site restoration plan, and all design and specifications. Revise site restoration plan, and all draft plans, designs, and specifications based on staff input. These meetings will occur at the following key benchmarks:
 - a. 60% plan and specifications presentation to State Parks and City Staff
 - b. 90% plan and specifications presentation to State Parks and City Staff
 - c. 100% plan and specifications presentation to State Parks and City Staff
2. Prepare final plans, specifications and bid documents, restoration plan,
3. Prepare final engineer's estimate. The engineer's estimate will include but not be limited to the standard format and a format suitable for inclusion in the construction Request for Bid as the construction bid schedule.
4. Prepare Construction Schedule. The construction schedule will be prepared for two possible scenarios: 1) construction to begin June 1, 2010 or April 15, 2011.
5. Present the final plans and cost estimates to City Council and the Planning Commission at a public workshop.
6. Prepare construction bid package. Provide construction management services for the completion of the coastal trail construction project. Costs to be invoiced on a time and materials basis, rates as included in the proposal. Task include:
 - Attend the pre-bid meeting
 - Respond to questions from potential bidders
 - Draft request for Bid addenda.
7. Construction Support. Construction support costs to be invoiced on a time and materials basis, rates as included in the proposal. Task include:

- Attendance at the pre-construction meeting
 - Draft responses to contractor requests for information
 - Draft change order documents
 - Post-construction confirmation of project completion and adequacy
8. Any other optional tasks that you feel are important to project success. In your budget please provide optional tasks as separate line items.

Deliverables will consist of:

Phase I

- a) Present and facilitate project discussion at two public City Council meetings
- b) Project description for environmental analysis
- c) 30% Plans and Specifications
- d) Draft and Final Restoration Site Plans

Phase II

- e) Assistance with the completion of the environmental review of the project by providing technical information to the City's environmental consulting team

Phase III

- f) 60% Plans and Specifications
- g) 90% Plans and Specifications
- h) 100% Plans and Specifications
- i) Catalogue cut sheets for proposed improvements
- j) Estimated construction schedule
- k) Engineer's cost estimate
- l) Ongoing construction management services