



Livermore Area  
Recreation & Park District  
*An independent special district*

## Board of Directors

**Beth Wilson**  
Director

**David Furst**  
Vice Chair

**Maryalice Faltings**  
Chair

**Philip Pierpont**  
Director

**Jan Palajac**  
Director

### Welcome to the Board of Directors' Meeting

You are welcome to attend all Board of Directors' meetings. Your interest in the conduct of public business is appreciated. Any citizen desiring to speak on any item not on the agenda may do so under item 4 when the Chair requests comments from the audience.

If you wish to speak on an item listed on the agenda, please wait until the item is up for discussion, the opening staff or committee presentation has been made, and the Board has concluded its initial discussion. Then, upon receiving recognition from the Chair, please state your name, and tell whether you are speaking as an individual or for an organization. Each speaker is limited to three minutes.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District office, 4444 East Avenue, Livermore, during normal business hours.

Pursuant to Title II of the Americans with Disabilities Act and section 504 of the Rehabilitation Act of 1973, LARPD does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs or activities. To arrange an accommodation in order to participate in this public meeting, please call (925) 373-5725 or e-mail [Lvanbuskirk@larpd.org](mailto:Lvanbuskirk@larpd.org) at least 72 hours in advance of the meeting.

### AGENDA REGULAR MEETING

**WEDNESDAY, MARCH 28, 2018  
7:00 P.M.**

**ROBERT LIVERMORE COMMUNITY CENTER  
4444 EAST AVENUE, LIVERMORE, CALIFORNIA**

1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE
2. RECOGNITION
  - 2.1 RESOLUTION OF COMMENDATION FOR ASSISTANT TO THE GENERAL MANAGER  
GRETCHEN SOMMERS

The Board will adopt a resolution commending Gretchen Sommers, on the occasion of her retirement from the District. (Resolution)

Resolution No. \_\_\_\_\_, commending Gretchen Sommers, on the occasion of her retirement from the District.

3. PRESENTATION

3.1 CERTIFICATE OF RECOGNITION IN SPECIAL DISTRICT GOVERNANCE

Director Palajac will be presented with a Certificate of Recognition in Special District Governance.

3.2 LARPD FOUNDATION ANNUAL REPORT

The Board will receive a presentation on the LARPD Foundation Annual Report. (Information)

4. PUBLIC COMMENT

5. CONSENT AGENDA (Motion)

5.1 BOARD MINUTES

5.1.1 Special Meeting of March 8, 2018.

5.1.2 Regular Meeting of March 14, 2018.

5.2 COMMUNICATIONS

None.

6. CONSENT AGENDA RESOLUTIONS

None.

7. BIDS AND PUBLIC HEARINGS

None.

8. OLD BUSINESS

8.1 APPROVAL OF REVISED PLANS AND SPECIFICATIONS FOR FOUR PLAYGROUND PROJECTS

The Board will consider approving the revised Plans and Specifications for the Playground Renovation Projects at Jane Addams Preschool at Max Baer Park, Big Trees Park, Pleasure Island Park and May Nissen Park, and authorizing the General Manager to go out to bid for the construction of the Improvements. (Resolution)

Resolution No. \_\_\_\_, approving the revised Plans and Specifications for the Playground Renovation Projects at Jane Addams Preschool at Max Baer Park, Big Trees Park, Pleasure Island Park and May Nissen Park, and authorizing the General Manager to go out to bid for the construction of the Improvements.

9. NEW BUSINESS

9.1 UPDATE ON FACILITY MAINTENANCE EXCHANGE WITH CITY OF LIVERMORE

The Board will receive a report on a proposed exchange of maintenance responsibility of three facilities operated between LARPD and the City of Livermore. (Information and Direction)

9.2 REVISIONS TO DISTRICT RECORDS RETENTION AND DESTRUCTION SCHEDULE

The Board will consider approving revisions to the District's Records Retention and Destruction Schedule. (Resolution)

Resolution No. \_\_\_\_, approving revisions to the District's Records Retention and Destruction Schedule.

9.3 REPLACEMENT OF PLAYGROUND AT ALTAMONT CREEK PARK

The Board will review plans and consider approving the design and budget of \$200,000 to replace the west playground at Altamont Creek Park, through a cost share with Livermore Valley Unified School District. (Resolution)

Resolution No. \_\_\_\_\_, approving the design, 50/50 cost share, and budget of \$200,000 to replace the west playground at Altamont Creek Park.

10. COMMITTEE REPORTS

11. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

12. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

13. OPEN SESSION DISCLOSURE REGARDING CLOSED SESSION ITEMS  
PURSUANT TO GOVERNMENT CODE SECTION 54957.7

14. CLOSED SESSION

14.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
PURSUANT TO GOVERNMENT CODE SECTION 54956.9(b)  
(1 case)

15. OPEN SESSION REPORT ON CLOSED SESSION PURSUANT TO GOVERNMENT  
CODE SECTION 54957.1

16. ADJOURNMENT


# **Livermore Area Recreation and Park District**

## **Staff Report**

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager 

PREPARED BY: Timothy J. Barry, General Manager

DATE: March 28, 2018

SUBJECT: Resolution for Asst. to the General Manager Gretchen Sommers

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RECOMMENDATION: That the Board of Directors approve Resolution No. 2613, commending Asst. to the General Manager Gretchen Sommers on the Occasion of Her Retirement.

BACKGROUND: Assistant to the General Manager Gretchen Sommers will be retiring April 1, 2018 after a career of over 20 years with LARPD. This resolution is offered to commend her for her outstanding, caring work on behalf of the Board and Staff for a job well-done!

TB/s

Attachment: Resolution No. 2613



Livermore Area  
Recreation & Park District  
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## LIVERMORE AREA RECREATION AND PARK DISTRICT

### DRAFT MINUTES

**THURSDAY, MARCH 8, 2018**

ROBERT LIVERMORE COMMUNITY CENTER  
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

SPECIAL MEETING  
5:30 P.M.

DIRECTORS PRESENT: Directors Furst, Palajac, Pierpont, Wilson and Chair Faltings

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Bruce Aizawa, Tim Barry, Tom Doyle, Julie Dreher, Alexandra Ikeda, Jill Kirk, Patricia Lord, Jeffrey Schneider, Rebecca Sermeno, Gretchen Sommers, Maureen Gandara Swinbank

#### 1. **CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE**

Chair Faltings called the meeting to order at 5:36 p.m. All Directors were present.

#### 2. **BUDGET WORKSHOP**

##### 2.1 **2017-2018 MID-YEAR OPERATING BUDGET**

Administrative Services Manager Jeffrey Schneider stated that staff has worked toward assessing the fiscal year 2017-2018 Mid-Year Operating Budget, which is now \$202,000 on the positive side. He acknowledged staff's efforts and asked if Directors had any questions about the budget adjustments spreadsheet. ASM Schneider stated that revenue numbers are not changing dramatically, and it is not projected that there will be a need to change the property and parcel tax figures. He discussed salary and benefits expenses; services and supplies; and the contingency budget. ASM Schneider reviewed six changes that have been made to the capital equipment budget. Board guidance is requested on how to use the excess Operating Budget funds; staff recommends that they be moved to committed reserves, as there is a long list of capital equipment needs, as well as the planned implementation of a solar energy program. General Manager Tim Barry said that staff would like to embark on a photovoltaic panel system; he discussed financing and technology related to such an undertaking.

Directors had comments and questions regarding the following: increase in retirement event budget; GM recruitment expenses; contingency budget; field and gym rentals; budgeting for staff benefits costs; and the preference that we continue to budget high for salary & benefits expenses.

## **2.2 2017-2020 MID-YEAR CAPITAL IMPROVEMENT PLAN BUDGET**

Assistant General Manager Patricia Lord stated that the Board is being asked to consider approving the proposed Mid-Year Capital Improvement Plan Budget for fiscal years 2017-2018 through 2019-2020, including an increase of \$45,136 in appropriations for the three-year planning period. The Facilities and Finance committees recommend approval. She discussed adjustments in the four playgrounds improvement projects; the Sunset Park Playground project; the RLCC pool deck repair project; the Arroyo del Valle Trail Renovation project; the Asset Management Plan High Priority projects/ADA projects; the paving and concrete repair program; the Ravenswood Winery renovation; and the Cayetano Park parking lot expansion.

AGM Lord reviewed the CIP Priority A & B projects list; Directors had various questions regarding different projects. She also reviewed the unfunded projects list. Director Furst requested more detail on the descriptions. GM Barry discussed a proposal by the school district to construct a new playground at Altamont Creek Park; they would build it and pay for half of the project, and the District would pay \$175,000.

Moved by Director Wilson, seconded by Director Furst, adopted Resolution No. 2610, approving the proposed Mid-Year Capital Improvement Plan Budget for fiscal years 2017-2018 through 2019-2020, including an increase in appropriations for the three-year planning period of \$45,136, by the following roll call vote:

AYES:	<i>Wilson, Furst, Pierpont, Palajac and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

## **2.3 2018-2019 CALENDAR AND BUDGET PROCESS**

ASM Schneider reported on the calendar and budget process for fiscal year 2018-2019.

## **2.4 2018-2019 BUDGET PRIORITIES**

GM Barry asked if the Board had any priorities that it would like to discuss regarding the FY 2018-2019, in addition to our existing District goals and CIP program. Chair Faltings said that she would like to see the District get projects done; make sure that we have sufficient staff so that we can give the public the kind of service of which we are proud; and maintain our physical plant.

## **3. ADJOURNMENT**

Meeting adjourned at 7:12 p.m.

APPROVED,

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Marylise Summers Faltings  
Chair, Board of Directors

ATTEST:

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Timothy J. Barry  
General Manager and  
Ex-officio Clerk to the Board of Directors



LIVERMORE AREA RECREATION AND PARK DISTRICT

DRAFT MINUTES

**WEDNESDAY, MARCH 14, 2018**

ROBERT LIVERMORE COMMUNITY CENTER  
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

REGULAR MEETING  
7:00 P.M.

DIRECTORS PRESENT: Directors Furst, Palajac, Wilson and Chair Faltings

DIRECTORS ABSENT: Director Pierpont

STAFF MEMBERS PRESENT: Monica Streeter, Alexandra Ikeda, Jill Kirk, Gretchen Sommers, Linda VanBuskirk

**1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE**

Chair Faltings called the meeting to order at 7:00 p.m. All Directors were present except for Director Pierpont. Chair Faltings introduced Acting General Manager for the evening, Jill Kirk. Ms. Kirk filled in while General Manager, Tim Barry, Assistant Manager, Patricia Lord, and Director Pierpont were away attending the California Park and Recreation Society Annual Conference.

**2. INTRODUCTIONS**

**2.1 DEPARTMENT MANAGER-RECREATION**

The Board was introduced to new Department Manager-Recreation Alexandra Ikeda.

**2.2 ASSISTANT TO THE GENERAL MANAGER**

The Board was introduced to new Assistant to the General Manager Linda VanBuskirk.

**3. PUBLIC COMMENT**

Chair Faltings opened public comment. No public comment. Closed public comment.

**4. CONSENT AGENDA**

**4.1 BOARD MINUTES**

4.1.1 Regular Meeting of February 28, 2018.

**4.2 COMMUNICATIONS**

4.2.1 General Manager's Monthly Report (#71-8).

Moved by Director Furst, seconded by Director Palajac, approved the Consent Agenda by the following voice vote:

AYES: *Wilson, Furst, Palajac, and Chair Faltings*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *Pierpont*

**5. CONSENT AGENDA RESOLUTIONS**

None.

**6. BIDS AND PUBLIC HEARINGS**

None.

**7. OLD BUSINESS**

None.

**8. NEW BUSINESS**

**8.1 REVISIONS TO BOARD POLICY MANUAL**

Acting General Manager, Jill Kirk, presented the report regarding proposed revisions to the Board Policy Manual relating to the election of Board officers.

Director questions and comments included: is the rotation procedure based on continuous seniority or total seniority; if two members are newly elected at the same time, how or where will they be placed in the hierarchy (the Board discussed paragraph 5c of Policy No. 4040); the Personnel Committee expressed its support at the February 12, 2018 meeting where this proposal was discussed. Members commented it is simpler, easier to understand, and an overall more fair method of election.

Moved by Director Wilson, seconded by Director Palajac, adopted Resolution No. 2611, approving revisions to Policy No. 4040–Board Chair and Vice Chair and Policy No. 5010–Board Meetings, by the following roll call vote:

AYES: *Wilson, Furst, Palajac, and Chair Faltings*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *Pierpont*

**8.2 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION CALL FOR NOMINATIONS - BOARD OF DIRECTORS**

Acting General Manager Kirk summarized the staff report regarding whether the Board would like to nominate a fellow LARPD Director or the General Manager for election to the California Special Districts Association (CSDA) Board of Directors–Bay Area Network, Seat A. The deadline for receiving nominations is April 18, 2018.

The Board expressed its support for having representation by a recreation and park district on the CSDA Board.

Moved by Director Furst, seconded by Chair Faltings, adopted Resolution No. 2612, nominating Director Palajac for election to the CSDA Board of Directors–Bay Area Network, Seat A, for the 2019-2021 term, by the following roll call vote:



AYES: *Wilson, Furst, Palajac, and Chair Faltings*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *Pierpont*

Chair Faltings directed staff to send the nomination form and supporting documentation to CSDA.

**9. COMMITTEE REPORTS**

- 1) Director Furst reported on the March 7 Chamber of Commerce Business Alliance meeting.

**10. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

- 1) Chair Faltings reported that arrangements are underway for the Ravenswood Victorian Tea scheduled for Sunday, May 6<sup>th</sup>. Tickets are already half sold out, so reservations should be made through L.A.R.P.D. soon.

**11. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

Acting General Manager Kirk made the following announcements:

- 1) LARPD will host a Summer Job Fair on Saturday, March 17<sup>th</sup> here at the Robert Livermore Community Center (RLCC) from 10:00 a.m. to noon, which will showcase a wide variety of job opportunities. .
- 2) The Breakfast with Bunny family event scheduled for Saturday, March 24<sup>th</sup> at the RLCC. Tickets are \$10 per person. Many activities are planned, such as face painting, spring crafts and photos. This is a great event for little ones!

**12. ADJOURNMENT**

Meeting adjourned at 7:20 p.m.

APPROVED,

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Maryalice Summers Faltings  
Chair, Board of Directors

ATTEST:

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Timothy J. Barry  
General Manager and  
Ex-officio Clerk to the Board of Directors

# **Livermore Area Recreation and Park District**

## **Staff Report**

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager

PREPARED BY: Patricia Lord, Assistant General Manager  
Jeffrey Schneider, Administrative Services Manager

DATE: March 28, 2018

SUBJECT: Approval of Revised Plans and Specifications for Four Playground Projects

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RECOMMENDATION: That the Board of Directors adopt Resolution No. \_\_\_\_\_, approving the revised Plans and Specifications for the Playground Renovation Projects at Jane Addams Preschool at Max Baer Park, Big Trees Park, Pleasure Island Park, and May Nissen Park, and authorizing the General Manager to go out to bid for the construction of the Improvements.

BACKGROUND: At its July 27, 2016 meeting, the Board of Directors considered conceptual plans for the renovation of the aforementioned playgrounds. The Board approved the conceptual designs for all four playground renovations, which proposed to remove and replace the existing playground equipment, and improve both ADA access and drainage.

On August 10, 2016, the Board adopted Resolution 2554 approving the Final CIP Budget for FYs 2016-2019, with total budget for the playground renovations by project: May Nissen \$2,285,000; Big Trees \$1,026,000; Pleasure Island \$1,012,500, and Jane Addams \$429,500, for a grand total of \$4,753,000.

On February 8, 2017, the Board adopted Resolution 2572 increasing the FYs 2016-19 Mid-Year CIP Appropriations, moving \$500K from FY 18-19 to FY 17-18 for May Nissen Playground and \$210K for Big Trees playground renovation.

On May 10, 2017, the Board adopted Resolution 2578 approving the plans and specifications for Jane Addams Playground Renovations and authorized the General Manager to go out to bid for the construction of the improvements. On June 28, 2017, the Board rejected all bids for the Jane Addams Playground Renovation Project, as being over budget, and directed staff to include this project with other playground renovation projects when soliciting bids later in 2017. The Board also approved a 25% increase in the playground renovation budget.

On August 9, 2017, the Board adopted Resolution 2595 adopting the Final CIP Budget for FYs 2017-20, with total budget for the playground renovations by project: May Nissen \$2,856,250;

Big Trees \$1,283,000; Pleasure Island \$1,266,000; and Jane Addams \$514,500, for a grand total of \$5,919,750. Staff then planned to put all four of the projects out to bid as a bundle, to attract more bidders due to the higher total value of the project.

At its September 13, 2017 meeting, the Board of Directors directed staff to provide more detailed information on the individual project costs, add-alternates and timeline before it could make a decision to approve the plans and specifications and authorize the General Manager to go out to bid. In order to avoid delaying the projects, a Special Board Meeting was scheduled for September 22, 2017 with the following additional information: 1) line item costs for each playground project, including the 25% increase above initial estimates, as included in the Final CIP Budget; 2) information on add-alternates; 3) timeline for bid and construction process; and 4) a map overlay for each playground project.

The conceptual designs are based on input gathered during interactive events that were held at each of the parks during April 2016. Residents learned about types of play and how each aids in child development. The Seven Principles of Inclusive Design were applied to ensure that children of all abilities, both physical and cognitive, could enjoy playing together.

On September 22, 2017, the Board of Directors adopted Resolution No. 2598 approving the Plans and Specifications for four Playground Renovation Projects at May Nissen #508, Big Trees #426, Pleasure Island #706, and Jane Addams #327, and authorized the General Manager to go out to bid for the construction of the Improvements. The Notice Inviting Bids was published on November 28, 2017. There were eight contractors at the pre-bid meeting held on December 14, 2017.

The District completed its review of the two bid submittals received for the Multi-Park Playground Renovation (Project) submitted on January 17, 2018. In Section B-5 of Book 1 of the original Project bid documents, LARPD reserves its right to reject any and all proposals. LARPD staff determined that it was in the best interest of the District to reject all bids and re-advertise. The LARPD rejection of all bids for the Project is due, in large part, to findings that all bids exceeded the construction budget by approximately \$1.6M.

Staff and consultants then developed value engineering recommendations in order to lower the engineer's estimate, including the following: provide less expensive playground equipment, replace surfacing materials with less expensive options, and reduce the number of boulders. Each of the four park sites were reviewed with various options for consideration in value engineering. See attachments with diagrams and a summary of value engineering for the each of the projects: Jane Addams (Attachments A and B) Big Trees (Attachments C and D), Pleasure Island (Attachments E and F), and May Nissen (Attachments G and H).

OPTIONS: The Board of Directors may choose from various options with pros and cons for each:

- 1) Increase the budget in order to go out to bid with the original Plans and Specifications as approved at the September 22, 2017 Special Meeting. The budget was originally estimated over two years ago, and the bidding climate in the Livermore area has changed

significantly. Based on the low bids received in January 2018, an estimated increase in budget for the four park projects is \$1.7 million.

- a. Pros: This action is consistent with approved designs and resident expectations. There are adequate funds available in AB 1600 to increase funding for these projects.
  - b. Cons: This would be an increase in costs from the original budget estimate made in 2016.
- 2) Approve Plans and Specifications with value engineering in order to reduce costs.
- a. Pros: Value engineering will reduce costs and provide projects at approved budget levels. This preserves funding for other District projects.
  - b. Cons: Some residents have been waiting for years for park improvements and the value engineered changes may have less appeal than the original plans. The parks would not be completed as originally designed.
- 3) Direct staff to go out to bid with three projects in Phase I with the current total budget of \$5.9M, then authorize funding for the fourth project at a future time.
- a. Pros: Construction could start on three out of the four projects.
  - b. Cons: The Board of Directors would determine which of the four projects would need to be deferred for a later phase.
- 4) Do not take action at this time.
- a. Pros: Action could be postponed until the bidding climate improves.
  - b. Cons: It may take years for the bidding climate to improve; costs may continue to rise. There is no guarantee that costs will come down to the 2016 estimates.

- A. FISCAL IMPACT: The current approved budget for the four park playground projects, including hard and soft costs is \$5,919,750. The total engineer estimates with base bid and add- alternates is \$4,224,000. The low bid received in January 2018 was a base bid of \$5.M plus \$628,259 for add-alternates for a total of \$5,955,218. Staff and consultants developed plans for value engineering in order to lower project costs. Please see Multi-Park Projects – Value Engineering Impact report (Attachment I).

RECOMMENDATION: Staff recommends Option #2 for the four park playgrounds, to proceed with revised Plans and Specifications. This would still implement these projects, albeit at a reduced scope, while preserving up to \$1.7 million in the capital budget, to be used on other high priority projects.

#### ATTACHMENTS:

- A. LARPD Multi-Park Value Engineering Summary - Jane Addams
- B. Jane Addams Playground Renovation at Max Baer Park – Illustration
- C. LARPD Multi-Park Value Engineering Summary - Big Trees
- D. Big Trees Park – Illustration
- E. LARPD Multi-Park Value Engineering Summary - Pleasure Island
- F. Pleasure Island Park – Illustration
- G. LARPD Multi-Park Value Engineering Summary - May Nissen Park
- H. May Nissen Park – Illustration
- I. Multi-Park Projects – Value Engineering Impact

## **LARPD Multi-Park Value Engineering Summary - Jane Addams**

### **Option 1A**

SUMMARY: Replace all artificial turf with Pour-in-Place Rubber Surfacing. Replace all synthetic carpet surfacing with Pour-in-Place Rubber Surfacing.

- **Approximate Savings \$53,587 (10% Reduction)**

### **Option 1B**

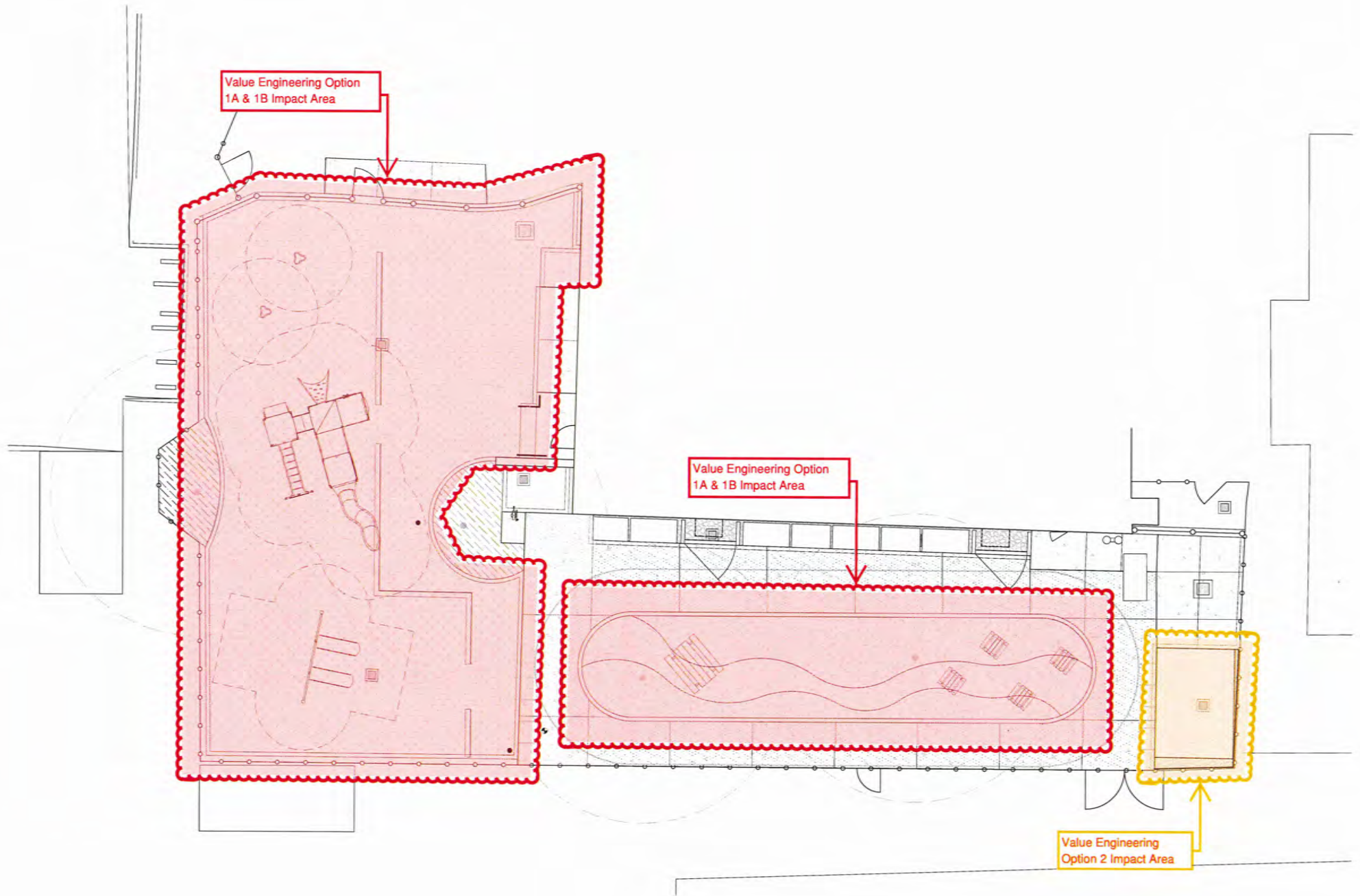
SUMMARY: Replace all artificial turf with engineered wood fiber. Replace all synthetic carpet surfacing with engineered wood fiber.

- **Approximate Savings \$125,439.50 (24% Reduction)**

### **Option 2**

SUMMARY: Removal of big block set and custom chalk boards.

- **Approximate Savings \$4,000 (0.7% Reduction)**



## **LARPD Multi-Park Value Engineering Summary - Big Trees Park**

### **Option 1**

SUMMARY: Remove concrete path connection from the east side of park. Clear and grub cost would be reduced as well.

- **Approximate Savings \$21,868 (2% Reduction)**

### **Option 2**

SUMMARY: Remove all Pour-In-Place Rubber Surfacing and convert to wood fiber. All transitions from rubber-to-concrete and rubber-to-fiber would be removed as well.

- **Approximate Savings \$60,586.76 (6% Reduction)**

### **Option 3**

SUMMARY: Removal of concrete in picnic area except for one table for ADA access. Includes adding mulch to the area. Shade structure would be removed as an Add-Alternate.

- **Approximate Savings \$11,291.75 (1.1% Reduction)**

### **Option 4**

SUMMARY: Removal of concrete path through middle of playground and installation of additional wood fiber in that area.

- **Approximate Savings \$4,062.36 (0.4% Reduction)**

### **Option 5**

SUMMARY: Removal of the eastern half of the playground and all of its features. The western side of the playground would still substantially exceed existing levels of play in the park. All secondary pathways around the park would be removed from design except for main path of travel to playground. The looped concrete pathway around the playground would be reduced to one side of the space and the secondary picnic area would be removed.

- **Approximate Savings \$510,449.94 (50.5% Reduction)**
  - **Please note: this savings would include the features & savings of Options 1-4**

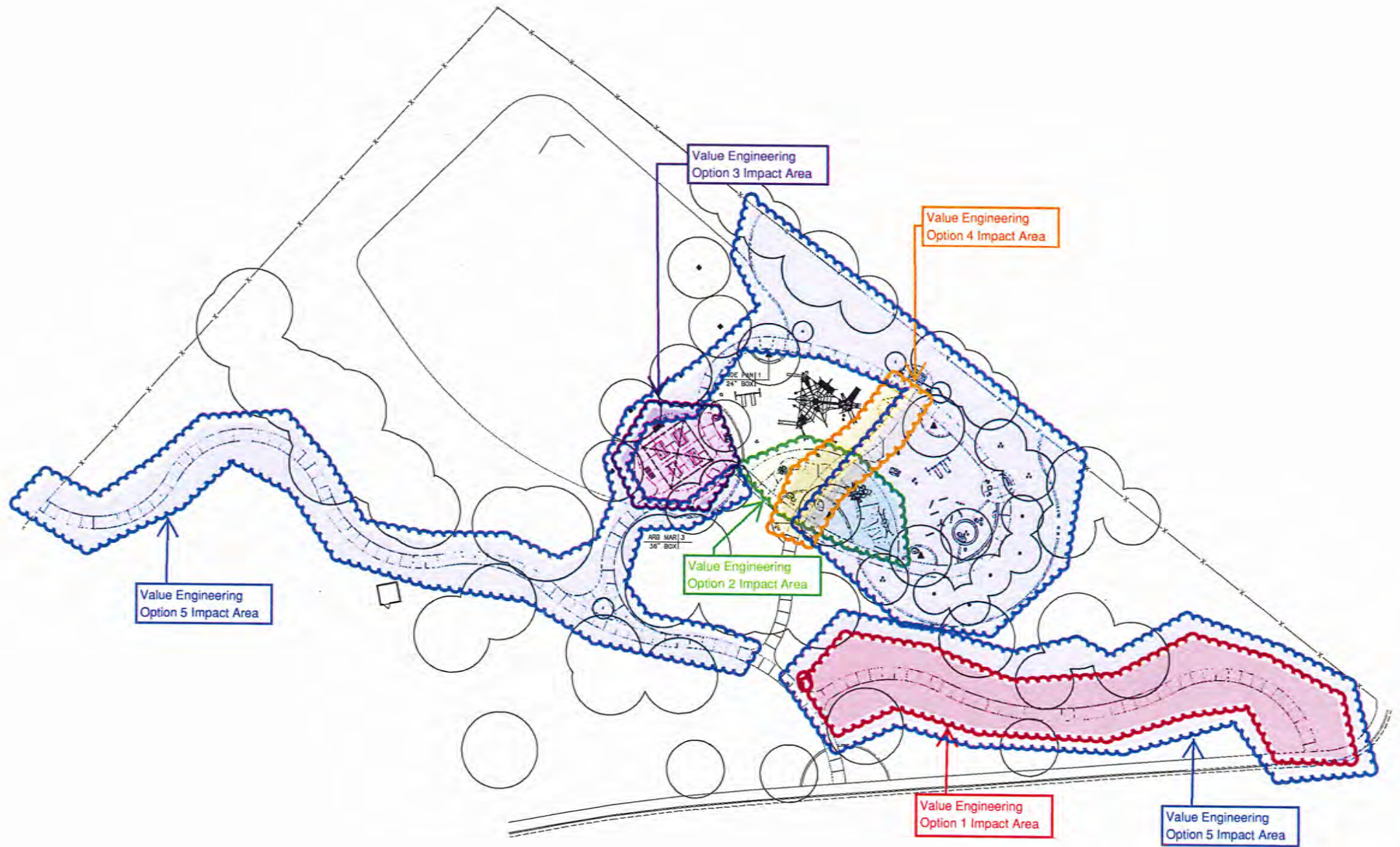
### **Additional Opportunities**

SUMMARY: Remove concrete path connection going west to the school. Clear and grub cost would be reduced as well.

- **Approximate Savings \$28,941 (3% Reduction)**



# Big Trees



## **LARPD Multi-Park Value Engineering Summary - Pleasure Island Park**

### **Option 1**

SUMMARY: Remove all Pour-In-Place Rubber Surfacing from the project and replace with fibar. Remove concrete associated with center walkway through playground. Remove rubber surfacing to fibar transitions.

- **Approximate Savings \$154,015.00 (18% Reduction)**

### **Option 2**

SUMMARY: Removal of all concrete seatwalls. Concrete seatwalls would need to be replaced with concrete playground curbs.

- **Approximate Savings \$36,580.00 (4% Reduction)**

### **Option 3**

SUMMARY: Removal of concrete from western picnic area. Concrete band would be needed to contain area. Organic mulch would be used to fill in picnic area.

- **Approximate Savings \$9,239.00 (1% Reduction)**

# Pleasure Island



## **LARPD Multi-Park Value Engineering Summary - May Nissen Park**

### **Option 1**

SUMMARY: Entire north end of park renovations, starting at north end of central plaza, have been removed from plans with the exception of the playground. Major cost reductions were created from removal of concrete pathways, curbs, demolition, planting/irrigation, grading, etc. Existing play equipment in the north playground will be removed and replaced as well as the engineered wood fiber in that play area.

- **Approximate Savings \$466,043.76 (16% Reduction)**

### **Option 2**

SUMMARY: Conversion of all synthetic turf to PIP Rubber Surfacing.

- **Approximate Savings \$128,310.00 (4% Reduction)**

### **Add Alternate Cost Savings Options**

SUMMARY: Removal of all custom flower shade structures. Replace custom flower shade structures with traditional triangular shade sail structures. All three structures would be installed in south playground area.

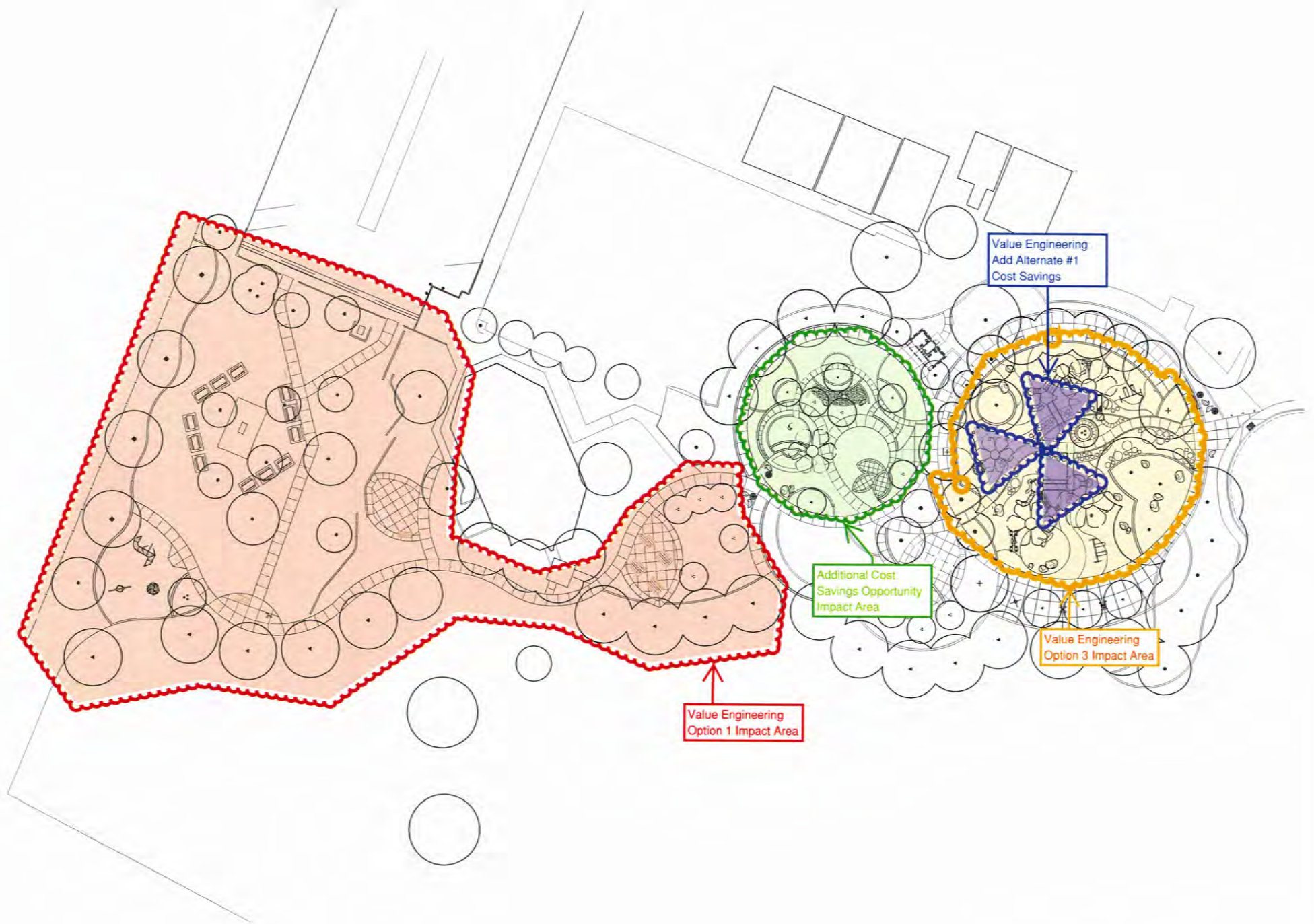
- **Approximate Savings \$100,000 (3% Reduction)**
  1. *Remove 5 flower shade structures (sizes vary)*
  2. *Add three 30' diameter shade sail structures to south playground area.*

### **Additional Opportunities**

SUMMARY: Removal of all features in the central game plaza. It does include replacing this area with lawn and the associated irrigation. The trees were left in the central plaza as well for shade purposes.

- **Approximate Savings \$161,292.73 (6% Reduction)**





**Livermore Area Recreation and Park District**  
**Multi-Park Projects - Value-Engineering Impact**

Jane Addams	Big Trees	Pleasure Island	May Nissen	Total
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**Approved Budget (August 17)**

Hard Costs	\$300,107	\$831,864	\$812,231	\$2,055,797	\$4,000,000
Soft Costs/Contingency	\$214,393	\$451,136	\$453,769	\$800,453	\$1,919,750
<b>Overall Budget</b>	<b>\$514,500</b>	<b>\$1,283,000</b>	<b>\$1,266,000</b>	<b>\$2,856,250</b>	<b>\$5,919,750</b>

**Summary of Value Engineering Effort**

Starting Point (LOW BID Amount)	\$591,051	\$1,010,187	\$846,313	\$2,879,408	\$5,326,959
Value Engineering Effort	(\$126,296)	(\$637,201)	(\$199,834)	(\$755,646)	(\$1,718,977)
<b>Hard Costs - Revised Estimate</b>	<b>\$464,755</b>	<b>\$372,986</b>	<b>\$646,479</b>	<b>\$2,123,762</b>	<b>\$3,607,982</b>
<i>vs approved budget: incr/&lt;decr&gt;</i>	\$164,648	(\$458,878)	(\$165,752)	\$67,964	(\$392,018)
Soft Costs/Contingency - Revised Base Estimate	\$210,042	\$435,787	\$428,695	\$732,773	\$1,807,297
Sub-total, prior to Additional Contingency	\$674,797	\$808,773	\$1,075,174	\$2,856,535	\$5,415,279
Additional Contingency for pricing volatility	\$62,862	\$75,343	\$100,160	\$266,107	\$504,472
<b>Soft Costs/Contingency - Revised Estimate</b>	<b>\$272,904</b>	<b>\$511,130</b>	<b>\$528,855</b>	<b>\$998,880</b>	<b>\$2,311,769</b>
<b>Overall Budget - Revised Estimate</b>	<b>\$737,659</b>	<b>\$884,116</b>	<b>\$1,175,334</b>	<b>\$3,122,641</b>	<b>\$5,919,750</b>
<i>vs approved budget: incr/&lt;decr&gt;</i>	\$223,159	(\$398,884)	(\$90,666)	\$266,391	\$0

**Memo Item: Original Design Specs (no Value Engineering):**

Hard Costs (from Low Bid)	\$591,051	\$1,010,187	\$846,313	\$2,879,408	\$5,326,959
Soft Costs/Contingency	\$272,904	\$511,130	\$528,855	\$998,880	\$2,311,769
<b>Overall Budget</b>	<b>\$863,955</b>	<b>\$1,521,317</b>	<b>\$1,375,168</b>	<b>\$3,878,288</b>	<b>\$7,638,728</b>
<b>delta vs Approved Budget:</b>					<b>\$1,718,977</b>

# Livermore Area Recreation and Park District

## Staff Report

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager

PREPARED BY: Timothy J. Barry, General Manager

DATE: March 28, 2018

SUBJECT: Update on Facility Maintenance Exchange with City of Livermore

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RECOMMENDATION: Information and direction.

BACKGROUND: Robertson Park Road is owned and maintained by LARPD. It has long been in need of renovation and regular ongoing maintenance. At my direction, AGM John Lawrence began discussions with City staff for a no cash exchange of services between LARPD and the City relative to the road repair and maintenance. Discussions in recent months resulted in the following proposal for consideration and direction by our Board. Upon agreement, the City is able to move forward and complete a road renovation project in time for the June 9-10 100<sup>th</sup> Anniversary Livermore Rodeo at Robertson Park.

<u>Asset</u>	<u>Current Responsibility</u>	<u>Proposed Responsibility</u>
Robertson Park Road	LARPD	CITY
Barn	LARPD/CITY	LARPD
Medeiros Parkway Trail	CITY	LARPD

To determine the relative annual costs of maintenance of these facilities, including replacement costs, both staffs referred to the recent Kayuga Asset Management studies done for both LARPD and the City. With the exchanges above, the annual maintenance and replacement costs are generally an even exchange. The plan includes LARPD administratively granting an easement to the city to maintain Robertson Park Road and amending the Maintenance Service Center agreement between LARPD and the City to reflect that change. For the Barn (3131 Pacific Ave.), the City will turn over ownership of the Barn and some of the nearby grounds and gazebo in fee title, and allow city parking lot use on nights and weekends outside of City Council meeting nights. For the Medeiros Parkway Trail (from Arroyo Road west under Stanley to the Murrieta Meadows Trail that LARPD currently maintains), the City will turn the trail over to



LARPD in fee title, and ensure that the current construction to repair storm damage to the trail corridor is completed by the City at no cost to the District.

Initially, we wanted to include the Carnegie building in the exchange (currently the City owns it and LARPD maintains it); however, the annual costs of maintenance and replacement from the Kayuga study were so high that it would have taken quite a few more resources than we can devote to make the exchange even. We mutually agreed not to include it this time. Staff recommends going forward with this plan and would take any direction the Board wishes to give on this matter.

FISCAL IMPACT: The concept of this exchange is that no cash needs to be exchanged, and that the exchange in maintenance and ownership is generally even. LARPD is capable of including its responsibilities into its current staffing and schedules. The Barn, in particular, will require capital improvements over time, which will be considered in our CIP plan each year on a priority of funding basis.

TB/s




# Livermore Area Recreation and Park District

## Staff Report

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager 

DATE: March 28, 2018

SUBJECT: Revisions to LARPD Records Retention and Destruction Schedule

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**RECOMMENDATION:** That the Board of Directors adopt Resolution No. \_\_\_\_, approving revisions to the District's Records Retention and Destruction Schedule.

**BACKGROUND:** The Records Retention and Destruction Schedule was adopted by Resolution No. 2348 on September 12, 2012.

A Records Retention and Destruction Schedule is a key component of a records retention and destruction program. The retention periods are based on the needs of individual divisions and comply with the state, federal, and local statutes. The program has worked well and has assured that no record is destroyed prematurely.

After reviewing all of the documents in our Capital Improvement Plan (CIP) files, it has become clear that we are retaining files that have no more value in our day-to-day functions. Staff has determined that revisions to the descriptions and retention periods of certain records are now appropriate. All records have been reviewed, along with the citations governing their retention, to make certain that the revisions still comply with the laws. The revisions to the schedule are listed below along with the legal citations:

- DW41 - Training – Non-Safety: Conference Training was removed from this series and given its own number.
- ADMIN45 – Donations Gift, Bequests: Add: *Records for items donated to the Ravenswood Historic Site must be kept permanently.* District preference.
- ADMIN59 - Conference Training: Conference Training is not mandatory training, and records only need to be retained for a couple of years per Government Code 34090. These records will be kept for two years plus the current year (CU + 2).

The following records have been segregated into two categories since they do not have the same retention periods.

- CIP02 - CIP Construction: Records regarding planning, designing, constructions and modification of District-owned facilities, structures, and systems including permits, grading, submittals, change orders, Notice of Completion, mitigation/monitoring reports, performance maintenance materials will be kept permanently (P). This is District preference.

IN THE BOARD OF DIRECTORS  
OF THE  
LIVERMORE AREA RECREATION AND PARK DISTRICT

RESOLUTION NO.

A RESOLUTION APPROVING REVISIONS TO THE  
RECORDS RETENTION AND DESTRUCTION SCHEDULE

**WHEREAS**, Govt. Code Sections 60200 through 60203 authorize a special district to adopt a records retention and destruction schedule by resolution when certain criteria are met; and

**WHEREAS**, Resolution No. 2348, adopted on September 12, 2012 established the District's Records Retention Program (Policy and Schedule) to manage and retain documents in a responsible, economic and timely manner; and

**WHEREAS**, revisions to the Records Retention Schedule were adopted on October 14, 2015 by Resolution 2510; and

**WHEREAS**, further revisions to the Records Retention and Destruction Schedule have become necessary; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors, as the governing body of the Livermore Area Recreation and Park District, hereby approves the revisions to the Records Retention and Destruction Schedule.

**ON MOTION** of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ the foregoing resolution was passed and adopted this \_\_\_\_ day of \_\_\_\_\_, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

Approved this \_\_\_\_ day of \_\_\_\_\_, 2018,

\_\_\_\_\_  
Maryalice Summers Faltings  
Chair, Board of Directors

ATTEST:

\_\_\_\_\_  
Timothy J. Barry  
General Manager and ex-officio Clerk  
to the Board of Directors

# **Livermore Area Recreation and Park District**

## **Staff Report**

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager

PREPARED BY: Timothy J. Barry, General Manager

DATE: March 28, 2018

SUBJECT: Replacement of Playground at Altamont Creek Park

COMMITTEE: Recommended by the Facilities Committee at their March 20, 2018 meeting

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RECOMMENDATION: That the Board of Directors adopt Resolution No. \_\_\_\_, approving the design and a budget of \$200,000 to replace the west playground at Altamont Creek Park by way of a cost share with Livermore Valley Joint Unified School District (LVJUSD).

BACKGROUND: The District was contacted by Deputy Superintendent of LVJUSD, Chris Van Schaack, to see if we wanted to enter into a 50/50 cost share to replace the western most playground at Altamont Creek Park, which is adjacent to Altamont Creek School. There is another playground at the eastern end of the park, but it is not part of this project. The west end playground is over 20 years old, and some features have been closed due to disrepair. They have planned on this playground replacement, along with the other playground at the school, for this upcoming construction cycle. The school district is replacing a number of playgrounds throughout the district, funded by the recent passage of a local school bond measure. We could take advantage of volume pricing from the bid process to join the school district on this project.

The school district estimates the cost of this playground to be \$350,000. LARPD's 50/50 cost share would, therefore, be approximately \$175,000, including soft costs and Dept. of State Architect approval, and the school district would manage and inspect the project. If approved by the Board, staff would determine the appropriate documents needed, including liability insurance requirements to complete the project, and execute them with the school district. The vendor for the project is NSP3 and the equipment is provided by Playcraft Systems; both are reputable firms in the parks and recreation industry. The playground will meet current accessibility and safety standards. There are no swings in this plan, and Tim Boczanowski, school district bond projects administrator, stated, "We as a District and many other school districts have moved away from installing swings for a couple of reasons. First, they are a high injury rate piece of equipment. We have many more accidents associated with swings. The other consideration is play value. We have a high concentration of kids in a given time period, and swings consume a large area of the play box."

The east playground on the park has swings, but the current west playground does not.

Finally, the attached sketches (Attachments A-D) identify the design of the playground and a color rendering of the colors chosen. The Facilities Committee discussed the color choice of red and blue in the plan, and questioned the wisdom of the color choice relative to community gang color affiliations in this and other communities. The school district stated that the colors were chosen because they are school colors. However, they are open to changing the colors of the park playground with our recommendations. Current equipment on the school playground has blue, yellow and red colors. Current colors of the existing park playground are yellow and brown. Staff would appreciate Board direction on this matter. While we don't have a color pallet on hand at this time, general direction on colors would help if the Board wishes to change from the red and blue color scheme currently planned.

FISCAL IMPACT: Staff recommends that the Board approve this project as an addition to the 3-Year Capital Improvement Plan, with a budget of \$200,000, which would include \$175,000 as our cost share, plus \$25,000 for any unexpected costs and contingencies.

TB/s

- Attachment A: Overall diagram
- Attachment B: Multi-Element Play Equipment
- Attachment C: Climber
- Attachment D: Color Rendering of Entire Playground

# ALTAMONT CREEK ES SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
27	25/7	0/7	41/9	6/5

**R5**

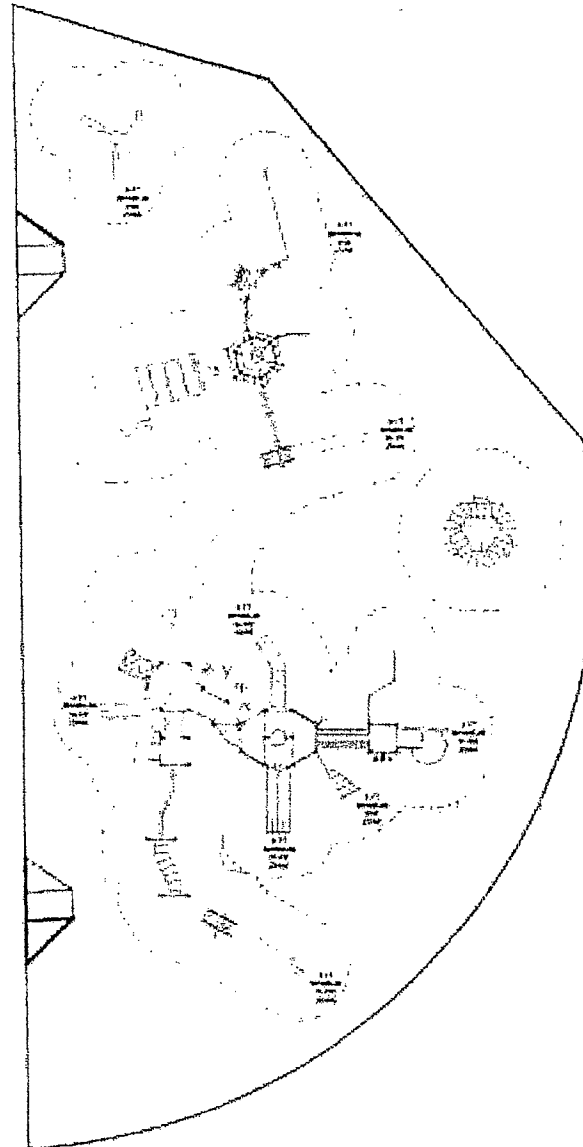
FOR KIDS  
AGES  
[Mixed]

## GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Playcraft Systems will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC's Handbook For Public Playground Safety, Section 4: Surfacing.



Attachment A

PROJECT#: NSP1882FCBA

DATE: 2/3/2018 | DRAWN BY: AMG

MIN. USE ZONE: 198' x 146'

PLAYCRAFT REP:  
**NSP3**



# ALTAMONT CREEK ES TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
15	15/8	0	6/5	4/3

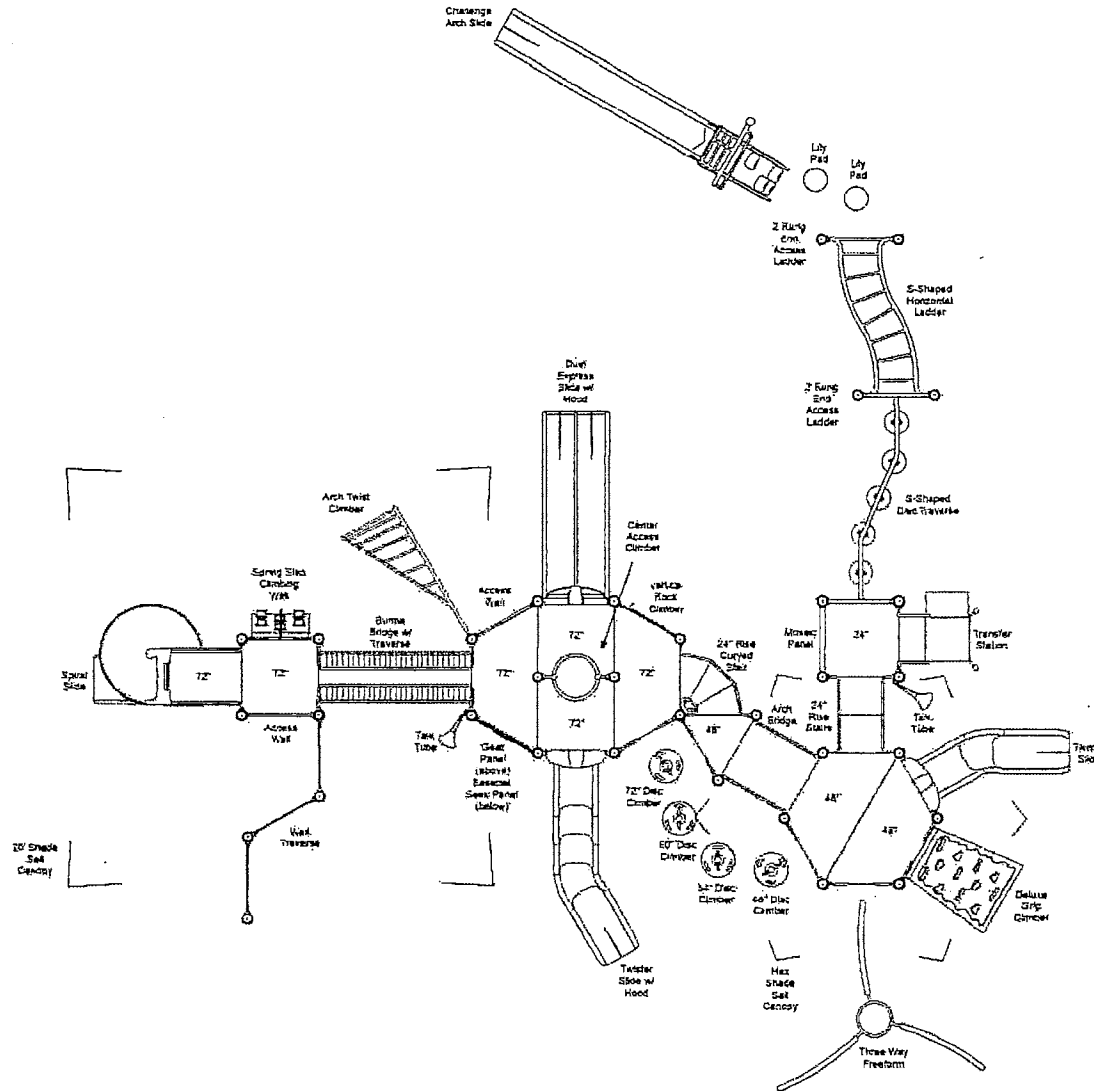
RH5

FOR KIDS  
AGES  
5-12

## GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC's Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE#: R5HC3213A  
PROJECT#: NSP1882FCBA  
DATE: 2/3/2018 | DRAWN BY: AMG

MIN. USE ZONE: 60' x 66'

PLAYCRAFT REP:  
NSP3

Attachment B

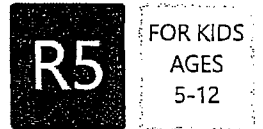


# ALTAMONT CREEK ES

## TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0

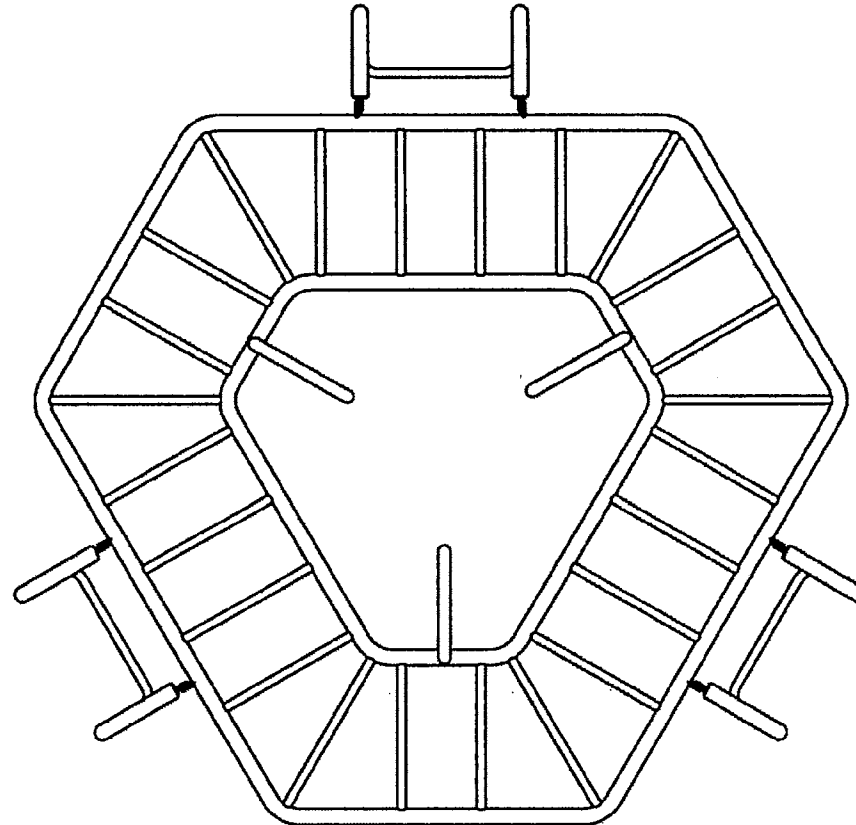


### GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

**WARNING:** Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.

## PC 2620 HEX CLIMBER TRAVERSE



STRUCTURE#: FREPC2620

PROJECT#: NSP1882FCBA

DATE: 2/3/2018 | DRAWN BY: AMG

MIN. USE ZONE: 23' x 23'

PLAYCRAFT REP:

NSP3







**NSP<sup>3</sup>**

System  
Type **RH5**  
For Kids  
Ages **MIX**

**Altamont Creek Elementary School - Upper Area**  
**Project# NSP1882FCBC**

**PLAYCRAFT<sup>®</sup>**  
**SYSTEMS**  
A PLAYCORE Company

**Attachment D**