

CARMEL VALLEY RECREATION & PARK DISTRICT

Proposition 68 Grants

October 2022

Administration

1. Updated Per Capita and RIRE Grant Documents – On October 12, the Board approved the updated Per Capita and RIRE grant documents required by State Parks to determine what is to modify Activity House portion of the grant project. RGS (Adams) submitted the updated grant documents to State Parks on October 13. On October 17, State Parks advised that the documents are currently under review.

Financial

1. Project Funding Strategy – On October 10, the District (Directors Gray and Stone) and RGS (Adams) met to discuss the District's grant funding strategy which will likely include a Dry Period Loan from Monterey County during the construction phase of the project. It was agreed that the Board, at the October 12 Board Meeting, should consider authorizing RGS to prepare a grant reimbursement request for \$14,000 of pre-construction expenditures. The Board did make this authorization and on October 28 RGS provided the reimbursement request to the District (Director Stone) for review. When the reimbursement request is signed by the Board President, it will be submitted to State Parks. After approval by State Parks, the request is forwarded to the State Controller's Office who will mail a check within 8-10 weeks.

Procurement

1. Modular Building – On October 11, District (Directors Gray, Goodman, and Thatcher) held a Special Meeting to conduct an on-site joint scoping meeting with representatives of Gordian and Newton Construction. The meeting included a walk-through in and around the Activity House to familiarize the vendor with the site, structure, and its issues. The meeting also included discussion on the project, review of the initial modular structure proposal from Pacific Mobile Structures (PMS), and the issues of demolition, foundation construction, interface to PMS, and environmental testing for hazardous substances. In addition, the permitting process and associated professional services, along with Newton Construction's role were discussed. Overall conclusions from the joint scoping are provided below by Director Gray:
 - Newton Construction's professionals agree with the District's finding that the Activity House cannot practically be renovated and should be demolished and replaced.

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- Professional services associated with permitting should be retained directly by the District, and the District may be best positioned to manage the permitting process. This will include topographical survey, soils testing, site plan, architectural/historical review, hazmat tests, etc.
- Demolition will likely be an expensive component of the project, and as soon as the District has a hazmat report in hand Newton Construction will be able to provide a budgetary estimate for this work. This estimate will include costs for utility disconnect, capping, and temporary power panel. Getting this cost estimated will be critical to forward planning the project.
- The District will need to ascertain what Monterey County will require in the permit package to approve the modular structure. This will require discussion with PMS (or alternate supplier), and the County building department.
- Newton took Activity House building measurements to facilitate their demolition estimate.

On October 12, PMS submitted a detailed project quotation for the modular building with a total cost of \$258,427.08 based upon a competitively bid and awarded contract through The Interlocal Purchasing System (TIPS). On October 14, the District (Director Gray) and RGS (Adams and Coggins) met to review the PMS project quotation and identify several areas where additional information (or clarification) was needed. RGS (Coggins) provided this to PMS who in turn provided the requested information on October 19. The most significant information received was that including fire sprinklers will increase the project quotation by \$24,486.75 to a total of \$282,193.83 so the District (Director Gray) asked RGS to try to negotiate a discounted price.

Identification of Potential Risks

1. None.

Follow Up Items (alphabetical order)

1. Bond Act Sign – On October 26, the District (Director Gray) provided State Parks with a photo of the installed sign. It is required to remain in place for a minimum of four (4) years from date of project completion.

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2. CEQA – District (Director Gray) continues to work with District Counsel on the CEQA exemption for the Activity House, Gazebo and Stage. This will likely require the Board to adopt a Resolution of findings for a Notice of Exemption, which would then need to be filed with the County Clerk.
3. Interest-Bearing Sub-Accounts – Request for Change to Chart of Accounts’ Elements form required by County of Monterey’s Auditor Controller’s Office to create interest bearing sub-accounts for RIRE grant funds is completed and ready to be filed at the appropriate time. Auditor Controller’s Office requests the sub-accounts not be set up until a month or two before District plans to receive grant funds.
4. Project Timeline – Work on the draft project timeline and grant advance schedule has paused while schedules for the CEQA negative declaration (District Counsel), Activity House demolition and site preparation (Newton Construction), and modular building construction (PMS) are determined. Other key elements for the timeline include pre-permitting, pre-demolition and pre-construction professional services needed to obtain project permits from Monterey County.
5. Volunteer Time Records – 2022 volunteer rate has not been released so the priority, while tracking 2022 hours volunteered, continues be the completion of time cards for 2020 and 2021. Completed time cards should be sent to RGS for Per Capita grant reporting purposes.