



**EAST BAY REGIONAL PARK DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA STAFF REPORT**

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<b>DATE</b>	Tuesday, February 20, 2024
<b>TITLE</b>	Authorization to Award a Contract to AECOM Technical Services, Inc. for Trail Inventory Services in the Amount of \$103,000: Briones, Pleasanton Ridge, and Del Valle Regional Parks
<b>DIVISION</b>	Acquisition, Stewardship, and Development
<b>FROM</b>	Brian Holt, Chief of Planning, Trails & GIS Ken Wysocki, Assistant General Manager of ASD
<b>APPROVED</b>	Sabrina Landreth, General Manager

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**RECOMMENDATION**

The General Manager recommends that the Board of Directors authorize the award of a contract to AECOM Technical Services, Inc. for trail inventory services in the amount of \$103,000 for Briones, Pleasanton Ridge, and Del Valle Regional Parks.

**BACKGROUND**

The Park District seeks to develop a comprehensive inventory and conditions assessment of the Park District's roads and trails. The primary objective of the preliminary phase of this project is to conduct a review and consolidation of the Park District's existing trail related databases, develop a protocol for collecting additional trail data, and use the protocol to test an inventory and condition assessment of roads and trails within Pleasanton Ridge, Briones and Del Valle Regional Parks. Trail and road data will be collected on lands that are publicly accessible (open) and that are in landbank status (closed). Results will be used to update the Roads & Trails GIS Database and the methodology will be tested in these three parks and eventually be applied Districtwide.

The Park District released a Request for Proposals for Trail Inventory and Assessment Services on October 5, 2023, for a period of four weeks. A virtual pre-proposal meeting was held on October 5, 2023. Four proposals were received by the closing date of November 7, 2023. An interview panel consisting of four Park District staff interviewed two firms who submitted superior proposals on January 9, 2024. AECOM Technical Services, Inc. was selected as the most qualified candidate due to their comprehensive and methodical approach and understanding of the project and their team's combined GIS experience.

Project funds will be used to complete a trail inventory based on Park District protocols within Briones, Pleasanton Ridge, and Del Valle Regional Parks. AECOM Technical Services, Inc. will apply the trails inventory protocols developed by the Park District resulting in a robust and accurate database of all formal and informal "bootleg" trails, with the location, status, use type, and other characteristics of each trail confirmed.

In these three parks AECOM Technical Services, Inc. will:

- Geolocate and verify all known trails and roads;
- Geolocate and verify all known and unknown bootleg trails;
- GPS/Photo inventory existing wayfinding signage and condition;
- Categorize trails and roads using a system developed by the Park District;
- Categorize bootleg trails (e.g., game path, recreational trail, natural, constructed);
- Identify immediate health or safety hazards and immediate maintenance needs.

### **FISCAL IMPACT**

The East Bay Regional Park District appropriated \$50,000 in General Funds in 2023 to the Districtwide Trail Assessment Project (No. 557400). Additional General Funds in the amount of \$49,000 were transferred from the Planning, Trails & GIS Department “Other Services” account into Project No. 557400 totaling \$,000 in available funds for trail inventory services. AECOM Technical Services, Inc. will perform these services for a cost not to exceed \$103,000.

<b>SOURCE OF FUNDS</b>	
Districtwide Trail Assessment Project (No. 557400	\$ 104,000
Encumbrances and Expenditures to Date	\$ 502.25
<b>Total Funds Available</b>	<b>\$ 103,497.75</b>

<b>USE OF FUNDS</b>	
AECOM Trail Inventory Contract	\$103,000
<b>Total Current Project Cost</b>	<b>\$ 103,000</b>

### **ATTACHMENTS**

None.



**EAST BAY REGIONAL PARK DISTRICT  
RESOLUTION NO. 2024 - 02  
FEBRUARY 20, 2024**

**AUTHORIZATION TO AWARD A CONTRACT TO AECOM TECHNICAL SERVICES, INC. FOR TRAIL INVENTORY SERVICES IN THE AMOUNT OF \$103,000: BRIONES, PLEASANTON RIDGE, AND DEL VALLE REGIONAL PARKS**

**WHEREAS**, the East Bay Regional Park District (Park District) seeks to develop a comprehensive inventory and conditions assessment of the Park District's roads and trails; and

**WHEREAS**, the Board approved the appropriation of \$50,000 in funds to the Districtwide Trail Assessment Project (No. 557400) in the 2023 adopted budget and General Funds in the amount of \$54,000 were transferred into Project (No. 557400) totaling \$104,000 in available funds to conduct a trail inventory; and

**WHEREAS**, a request for proposals for Trail Inventory and Conditions Assessment Services was advertised on October 5, 2023, and four proposals were received by the closing date of November 7, 2023; and

**WHEREAS**, an interview panel consisting of four Park District staff interviewed qualified consultant teams on January 9, 2023, and AECOM Technical Services, Inc. was selected as the most qualified candidate due to their comprehensive and methodical approach and understanding of the project and their team's combined GIS experience;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of the East Bay Regional Park District hereby authorizes the award of a contract to AECOM Technical Services, Inc. in the amount of 103,000 for trail inventory services as presented to the Board on February 20, 2024; and

**BE IT FURTHER RESOLVED**, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director \_\_\_\_\_, and seconded by Director \_\_\_\_\_, and adopted February 20, 2024, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: