



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Kirk W. Kincannon, Director

FROM: Todd Johnson, Director
Park Operations Division

DATE: May 11, 2016

Agenda

**Park Operations Committee
Wednesday, May 11, 2016 – 5:15 p.m.**

Boardroom – Herrity Building

Chairman: Edward R. Batten, Sr.

Vice Chair: Linwood Gorham

Members: Grace Han Wolf; Frank S. Vajda; Faisal Khan

1. Stratton Woods Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Northern Fairfax County Babe Ruth League – Action*
2. Clermont and Lee District Parks – Mastenbrook Volunteer Matching Fund Grant Program Request – Pioneer Baseball League – Action*

*Enclosures



If accommodations and/or alternative formats are needed, please call (703) 324-8563. TTY (703) 803-3354

This page intentionally left blank.

Board Agenda Item
May 25, 2016

ACTION

Stratton Woods Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Northern Fairfax County Babe Ruth (Hunter Mill District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Northern Fairfax County Babe Ruth in the amount of \$6,332.57 to install batting cages at Stratton Woods Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Northern Fairfax County Babe Ruth in the amount of \$6,332.57 to install batting cages at Stratton Woods Park.

TIMING:

Board action is requested on May 25, 2016, in order to award the grant.

BACKGROUND:

Northern Fairfax County Babe Ruth (NFCBR) has requested to install batting cages adjacent to field 1 at Stratton Woods Park (Attachment 1). The requested batting cages have been designed to meet Park Authority Standards for batting cages. To help fund the completion of the improvements, NFCBR is requesting \$6,332.57 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$6,332.57 contribution of cash from NFCBR, along with \$6,332.57 from the Mastenbrook Volunteer Matching Fund Grants Program, and \$20,000 from telecommunications funds, will provide the funds sufficient to complete the project. The total project budget is \$32,665.14.

NFCBR has been a participant in the Adopt-A-Field program for several years, and over the years has contributed funds towards maintenance and improvements for field 1 at Stratton Woods Park as well as other athletic fields in the county.

The Park Authority Board Member for the Hunter Mill District supports approval of the Grant request. Staff from the Park Operations Division will manage the project. Matching funds are available to complete this project.

Board Agenda Item
May 25, 2016

FISCAL IMPACT:

The estimated total project cost is \$32,665.14. Funds are currently available in the amount of \$6,332.57 in WBS PR-000009, Community Parks/New Facilities-2012, in Fund 300-C30400, Park Authority Bond Construction; \$6,332.57 from NFCBR; and \$20,000 in Fund 800-C80300, Project PR-000051-002, Stratton Woods Park, resulting in the total available funding of \$32,665.14.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$261,081.61.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Stratton Woods Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –
Northern Fairfax County Babe Ruth

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Johnson, Director, Park Operations Division

David Bowden, Director, Planning and Development Division

Dan Sutherland, Manager, Park Management Branch, Park Operations Division

Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services



Stratton Woods Park

Project Area



Mastenbrook Volunteer Matching Fund Grants Program Application Form

PLEASE PRINT. Please provide all information requested. You may attach additional sheets and/or materials to support your request.

1. Grantee Information

Name of Individual or Organization: Northern Fairfax County Babe Ruth

Contact Person: Tom Dubler

Mailing Address: 7555 Colshire Dr. Mclean Va.22102

Phone: 703-928-3548

Fax: ()

2. Project

Title: Batting cage at Stratton Woods Park

3. Funding Requested

Amount \$

(Applicant may request more than one project per fiscal year, the combined total not to exceed \$20,000.)

4. Project Description

Provide a description of your project. (Attach drawings or specification of *materials*/proposed for purchase. If *educational materials* are proposed, provide a mock up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock up of your project and what the finished product will look like.) Provide as much detail as you can to help evaluators clearly understand your project.

Build batting cage outside fence along 1st base. Will use county approved vendor (Long Fence)

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? If your project provides for people with disabilities, in what way?

Building a batting cage will provide a safe safe facility for players to practice hitting skills. The cage would be open to the public as the baseball field .The batting cage would provide more time instructing players batting skills. Having a batting cage will enable more practice time for youth teams.

6. Sponsor Commitment

What experience do you or the organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

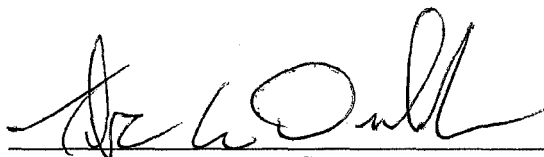
The batting cage would be build by a contractor approved and selected by FFCO Parks. Northern Fairfax County Babe Ruth currently furnishes all the maintenance on the 90' baseball field and will provide the same high level of maintenance for the batting cage.

7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds. Attached quote shows costs

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

- We understand payment by the Park Authority will occur after we complete the project.
 We must have Park Authority grant funds prior to beginning the project.



Signature

3-11-16

Date

**Northern Fairfax County Babe Ruth Grant Request
Proposed Budget**

| Item | Cost |
|---------------------|---------------------------|
| Long Fence | \$27,402.14 |
| Utility Search | \$320.00 |
| Plantings | \$3,409.00 |
| Base stone work | \$500.00 |
| Electrical to cages | \$1,034.00 |
| Total | <u>\$32,665.14</u> |



42521 John Mosby Hwy
Chantilly, VA 20152
Tel: 703-471-0960 Ext 2512
Fax: 703-478-3545

January 20th 2016

Fairfax County Park Authority

Re: Stratton Woods

Subject: Batting Cage 12' high x 36' wide x 75' long double

Dear: Wayne

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed per Fairfax County Contract #4400003922.

Install

- (1) 12' high x 36' wide x 75' long galvanized steel chain link double batting cage per Fairfax County Park Authority specifications

| | | |
|------------------|---------------------|------------|
| Fence Material | | \$12965.88 |
| Netting Material | | \$2363.92 |
| Concrete | (3.5 Yds @214.67YD) | \$751.34 |
| Equipment | (Skidsteer) | \$505 |
| Labor | (240 hours@\$9.65) | \$2316.00 |
| Total | | \$18902.14 |

Line Item

- Add \$8,500 for timbers to surround the perimeter of the batting cage at 8" high. Stonedust base will be installed up to top of timbers. We'll install a 6' wide Stonedust trail between the two gates.

Price Exclude:

1. Staking Private Underground Utilities and Obstructions not Marked by Miss Utility
2. Stonedust base
3. Grading

We look forward to working with you on this project. Should any additional information or clarification be required, please contact me at your convenience.

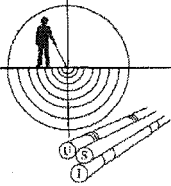
Sincerely,

Colin Rooney
Project Manager

CUSTOMER ACCEPTANCE

PURCHASE ORDER

DATE



Utilities Search, Inc.

9601 Heather Green Drive
Manassas, VA 20112
(703) 369-5758 Phone
(703) 331-3833 Fax
utilitiessearch@comcast.net

Invoice

Invoice #: 00023337
Date: 3/17/2016
Ship Via:
Page: 1

Bill To:

Fairfax County Park Authority - Area 6
Attn: Wayne Brissey
1410 Hunter Mill Road
Vienna, VA 22182

Ship To:

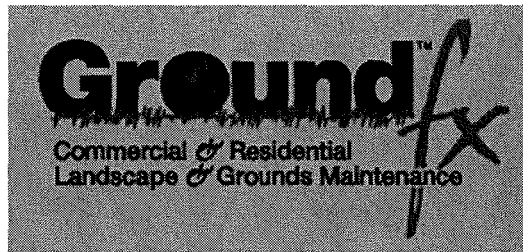
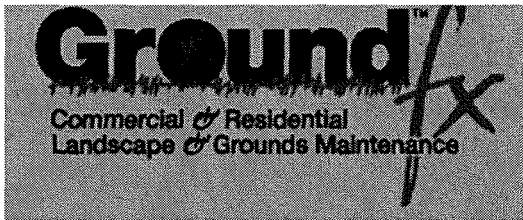
Fairfax County Park Authority - Area 6
Attn: Wayne Brissey
1410 Hunter Mill Road
Vienna, VA 22182

| Description | Amount |
|--|----------|
| Contact: Wayne Brissey | |
| Date of project: Friday, March 11, 2016 | |
| Location of project: area as per pdf 2431 Fox Mill Road Fairfax, VA | |
| Scope of work: Swept for all underground utilities. Located and marked electric, lighting, and irrigation. | |
| Fee for locating: 4 hour minimum @ \$75 per hour = (The above fee includes travel.) | \$300.00 |
| Admin fee: | \$20.00 |

Thank you for choosing Utilities Search for your locating needs.

Your Order #:
Shipping Date:
Terms: Net 30

| | |
|-----------------|----------|
| Freight: | \$0.00 |
| Sales Tax: | \$0.00 |
| Total Amount: | \$320.00 |
| Amount Applied: | \$320.00 |
| Balance Due: | \$0.00 |



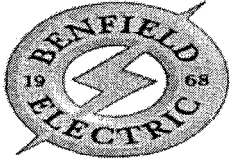
March 17, 2016

Consumer: Wayne Brissey

Fairfax County

Estimate for

| Item | Quantity | Price | Discount | Total |
|---------------------------------------|----------|------------|----------|-------------------|
| American Holly "tinga" 6 ft | 4 | \$1,417.50 | \$141.75 | \$1,275.75 |
| Eastern Red Cedar 6 ft | 4 | \$1,300.00 | \$130.00 | \$1,170.00 |
| Earth works soil amendments | 4 | \$45.00 | \$40.50 | \$162.00 |
| Mulch Double ground hardwood/cubic yd | 5 | \$85.00 | \$72.25 | \$361.25 |
| Labor - Installation/hr 3 man crew | 20 | | 22/hr | \$440.00 |
| Total, Materials and Labor | | | | \$3,409.00 |



Benfield Electric Co. of Virginia Inc.

12021 Wilton Meadows Court • Manassas, VA 20109
 703-551-2729 Voice • 703-335-0762 fax

CUSTOMER:

Fairfax County
 Park Operations Division
 12055 Government Center Pkwy. Ste. 927
 Fairfax, VA 22035

Contact: Wayne Brissey
 Phone: 703-759-4851

JOB LOCATION:

Stratton Woods Park
 2431 Fox Mill Rd.
 Herndon, VA 20171

Cell: 571-230-6040
 Fax: 703-757-0732
 Email: wayne.brissey@fairfaxcounty.gov

By: Mark Donatelli
 Date: 4/21/2016

We are pleased to provide our proposal to perform the electrical work on the above reference project in accordance with local code requirements and as amended herewith for the following work:

Install a single 1" conduit underground running approximately 100'.
 A ground box will be set next to existing light pole for the start of the run.
 A ground box will also be set where the run will end.
 Fairfax County representative will show exactly where run should end.
 This quote is for the conduit and boxes only.
 Another proposal will be done in the future for wire and power.
 Miss utility will be contacted by Benfield to come mark the area.
 Not responsible for any unmarked private utilities.
 Not responsible for permits or inspections.
 Work to be done Monday through Friday 7:30am-3:30pm.
 This is a budget quote and final billing will be done as per the county contract.

| TIME AND MATERIAL BREAKDOWN: | | | Qty: | Cost: | | |
|------------------------------|-------------|--------------------|------|----------|-----------|-----------|
| Labor: | Qty: | Hours: | 1 | Material | \$ 100.00 | \$ 100.00 |
| Electricians: | 2 | 12 | 0 | | \$ - | \$ - |
| | | | 0 | | \$ - | \$ - |
| Total Electrician man hrs: | | 24 | 0 | | \$ - | \$ - |
| Rates: | | | | | \$ - | \$ - |
| Electrician: | | \$ 38.50 | | | \$ - | \$ - |
| Material Mark - up | | 10% | | | \$ - | \$ - |
| Total Labor: | | \$ 924.00 | | | \$ - | \$ - |
| Total Material: | | \$ 100.00 | | | \$ - | \$ - |
| Material With Mark up: | | \$ 110.00 | | | \$ - | \$ - |
| Total Project: | | \$ 1,034.00 | | | \$ - | \$ - |

The Total proposed cost, including labor, and material, for the above scope of work shall be for the sum of:

\$ 1,034.00

performed in a professional manner according to industry standard practices. Any alteration or deviation from the above scope of work shall only be executed upon written approved change orders and will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents, acts of God, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurances. Our employees are fully covered by workers compensation insurance.

We hope this proposal meets your acceptance, as we look forward to working with you on this project. If you should have any questions regarding this proposal or on any other projects please do not hesitate to contact me.

Payments must be made within 30 day! upon completion of work.

Board Agenda Item
May 25, 2016

ACTION

Clermont and Lee District Parks – Mastenbrook Volunteer Matching Fund Grant Program Request – Pioneer Baseball League (Lee District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Pioneer Baseball League in the amount of \$20,000 to install batting cages at Clermont and Lee District Parks.

RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Pioneer Baseball League in the amount of \$20,000 to install batting cages at Clermont and Lee District Parks.

TIMING:

Board action is requested on May 25, 2016, in order to award the grant.

BACKGROUND:

Pioneer Baseball League (PBL) has requested to install batting cages adjacent to field 1 at Clermont Park and field 2 at Lee District Park (Attachment 1). The requested batting cages have been designed to meet Park Authority Standards for batting cages. To help fund the completion of the improvements, PBL is requesting \$20,000 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$28,216.61 contribution of cash from PBL, along with \$20,000 from the Mastenbrook Volunteer Matching Fund Grants Program will provide the funds sufficient to complete the project. The total project budget is \$48,216.61.

PBL has been a participant in the Adopt-A-Field program for several years, and over the years has contributed funds towards maintenance and athletic field improvements for fields at Clermont and Lee District Parks as well as many other park athletic fields.

The Park Authority Board Member for the Lee District supports approval of the Grant request. Staff from the Park Operations Division will manage the project. Matching funds are available to complete this project.

Board Agenda Item
May 25, 2016

FISCAL IMPACT:

The estimated total project cost is \$48,216.61. Funds are currently available in the amount of \$20,000 in WBS PR-000009, Community Parks/New Facilities-2012, in Fund 300-C30400, Park Authority Bond Construction; and \$28,216.61 from PBL, resulting in the total available funding of \$48,216.61.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$241,081.61.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Clermont and Lee District Parks

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –
Pioneer Baseball League

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Johnson, Director, Park Operations Division

Dan Sutherland, Manager, Park Management Branch, Park Operations Division

Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services

CLERMONT PARK

Project Area



Lee District Park

Project Area





Mastenbrook Volunteer Matching Fund Grants Program Application Form

PLEASE PRINT. Please provide all information requested. You may attach additional sheets and/or materials to support your request.

1. Grantee Information

Name of Individual or Organization: Pioneer Baseball Softball Inc.

Contact Person: Bob Kohm

Mailing Address: 6429 Carriage Drive, Alexandria, VA 22310

Phone: 703-309-4596

Fax: ()

2. Project

Title: Clermont and Lee District Parks Batting Cages

3. Funding Requested

Amount \$ 20,000

(Applicant may request more than one project per fiscal year, the combined total not to exceed \$20,000.)

4. Project Description

Provide a description of your project. (Attach drawings or specification of *materials*/proposed for purchase. If *educational materials* are proposed, provide a mock up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock up of your project and what the finished product will look like.) Provide as much detail as you can to help evaluators clearly understand your project.

The project includes installing batting cages at each park using standard FCPA designs, and built by County personnel and contractors. Proposed cage locations have been agreed to with Phil Hager, Manager of Area 3 with the FCPA. One location is behind field 1 at Clermont Park, and the other is adjacent to field 2 at Lee District Park. Maps and plans are on file with Mr. Hager's Office.

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? If your project provides for people with disabilities, in what way?

Youth baseball is short on baseball facilities in the Lee District and these additional cages will enable Pioneer Baseball to serve the community by providing adequate practice space for the 1,000 players we serve for the spring, summer, and fall. Users will be kids aged 6 to 16 of all abilities, including physically challenged kids.

6. Sponsor Commitment

What experience do you or the organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

Pioneer Baseball partnered with FCPA previously to build two identical cage facilities at Clermont and Lee District Parks, which we have since done an excellent job of maintaining. Phil Hager's Area 3 Office will oversee the project, and Pioneer's Equipment and Facilities Committee will oversee long term maintenance. Work will be documented by the County and County contractors building the cages, and by Pioneer with written and photographic documentation.

7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds. Attached

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

- We understand payment by the Park Authority will occur after we complete the project.
 We must have Park Authority grant funds prior to beginning the project.

Signature

4/13/16

Date



42521 John Mosby Hwy
 Chantilly, VA 20152
 Tel: 703-471-0960 Ext 2512
 Fax: 703-478-3545

August 19, 2014

Fairfax County Park Authority

Re: Clermont Batting Cage

Subject: Batting Cage 12' high x 36' wide x 60' long double

Dear: Lonnie

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed per Fairfax County Contract #4400003922.

Install

- (1) 12' high x 36' wide x 60' long galvanized steel chain link double batting cage per Fairfax County Park Authority specifications

| | | |
|------------------|--------------------|-------------|
| Fence Material | | \$11047.48 |
| Netting Material | | \$2010.56 |
| Concrete | (3 Yds @214.67YD) | \$644.01 |
| Equipment | (Skidsteer) | \$505 |
| Labor | (200 hours@\$9.65) | \$1930.00 |
| Total | | \$16,137.05 |

Line Item not covered under county contract

Install

- 2160 Square feet of stone dust
- 6" x 6" timbers surrounding perimeter of batting cage
- Stone dust to be installed from grade up 6" to be flush with top of 6" x 6" timbers


| | | |
|-----------|------------------------|---------|
| Material | | \$3500 |
| Equipment | | \$700 |
| Sub Labor | (120 hours @\$25/hour) | \$3000 |
| Price | | \$7,200 |

Price Exclude:

- Staking Private Underground Utilities and Obstructions not Marked by Miss Utility

We look forward to working with you on this project. Should any additional information or clarification be required, please contact me at your convenience.

Sincerely,


 Colin Rooney
 Project Manager

CUSTOMER ACCEPTANCE

PURCHASE ORDER

DATE



42521 John Mosby Hwy
 Chantilly, VA 20152
 Tel: 703-471-0960 Ext 2508
 Fax: 703-478-3545
crooney@longfence.com
www.longfence.com

April 26, 2016

Fairfax County Park Authority

Re: Lee District Park

Subject: 55' long x 55' long x 18' wide batting cage

Dear: Lonnie

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed per Fairfax County Contract #4400003922.

Install

- (2) 12' high x 18' wide x 55' long galvanized steel chain link batting cage per FCPS specifications
- Batting cages to share one 18' wide end

| | |
|------------------|-------------------|
| Fence Material | \$13285.33 |
| Netting Material | \$1915.22 |
| Concrete | \$644.01 |
| Equipment | \$505.00 |
| Labor | \$1930.00 |
| Total | \$18279.56 |

Line Item

Install

- **1980 Square Feet of stone dust**
- **6x6 timbers surrounding perimeter of batting cage**
- **Stone dust to be installed from grade up to 6" to be flush with top of 6x6 timbers**

| | |
|--------------|----------------|
| Price | \$6,600 |
|--------------|----------------|

Price Exclude:

- 1. Staking Private Underground Utilities and Obstructions not marked by Miss Utility**
- 2. Grading**
- 3. Building a retaining wall to support structure**

We look forward to working with you on this project. Should any additional information or clarification be required, please contact me at your convenience.

Sincerely,

Colin Rooney
 Project Manager

 CUSTOMER ACCEPTANCE

 PURCHASE ORDER

 DATE