



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Jai Cole, Executive Director

FROM: Kevin Williams, Acting Division Director
Park Operations Division

DATE: September 9, 2022

Agenda

**Park Operations Committee
(Committee of the Whole)
Wednesday, September 14, 2022 – 5:35 pm
Virtual
Chairman: Linwood Gorham
Vice Chair: Mike Thompson**

1. Update on Park Operations Projects from April to June 2022 (with presentation) – Information*
2. Lewinsville Park – Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Youth Soccer Association (with presentation) – Action*

*Enclosures



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

Board Agenda Item
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INFORMATION (with presentation)

Update on Park Operations Projects from April to June 2022

Park Operations staff will provide an overview of Park Operations projects. The following projects will be highlighted in the accompanying presentation to the board.

- Patriot Park North Partial Opening
- Wakefield Pickleball Tennis Improvements
- Jefferson District Golf Course Improvements
- Martin Luther King Jr Park Restroom Improvements
- Burgundy Park Tennis Court Improvements
- McLean Central Park Tennis Court Improvements
- Hideaway Park Basketball Court Improvements
- Lake Accotink Park Basketball Court Improvements
- Pohick Stream Valley Park Basketball Court Improvements
- Difficult Run Stream Valley Trail Improvements
- Follylick/Sugarland Run Stream Valley Trail Improvements
- Bush Hill Park Trail Improvements
- Franconia District Park Trail Improvements
- Ballfield Improvements at a variety of park fields

ENCLOSED DOCUMENTS:

Attachment 1: Park projects impacting parkland April to June 2022

STAFF:

Jai Cole, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Kim Eckert, Acting Director, Park Operations Division



FAIRFAX COUNTY PARK AUTHORITY



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TO: Jai Cole, Executive Director

FROM: Kevin Williams, Acting Director
Park Operations Division

DATE: August 31, 2022

SUBJECT: Quarterly Project Status Report

Attached is the Park Operations Division's Quarterly Project Status Report for the **Fourth Quarter of FY 2022**. This report provides the status, updated through June 30, 2022. Recently completed projects include:

Braddock District

- Wakefield Park: Pickleball/Tennis Renovation
Completed: June 2022
Project Cost: \$308,929
- Lake Accotink Park – Basketball Court Renovation
Completed: June 2022
Project Cost: \$22,430

Dranesville District

- McLean Central Park: Tennis Court Renovation
Completed: June 2022
Project Cost: \$34,677
- Difficult Run Stream Valley: Trail Improvements
Completed: May 2022
Project Cost: \$22,700
- Follylick/Sugarland Run Steam Valley: Trail Improvements
Completed: May 2022
Project Cost: \$58,890

Franconia District

- Bush Hill Park: Trail Improvements
Completed: May 2022
Project Cost: \$25,152
- Franconia Park: Trail Improvements
Completed: May 2022
Project Cost: \$26,077
- Infield Renovations: Franconia Park, Lewis High Park, Franconia District Park, Jefferson Manor Park
Completed: June 2022
Project Cost: \$9,600

Mount Vernon District

- Martin Luther King Jr – Restroom Renovation and Fence Restoration
Completed: May 2022
Project Cost: \$98,400
- Burgundy Park – Tennis Court Renovation
Completed: June 2022
Project Cost: \$21,128
- Infield Renovations: Bucknell Manor Park, Collingwood Park, Martin Luther King Jr Park, Grist Mill Park, and Pohick Estates Park
Completed: June 2022
Project Cost: \$12,800

Providence District

- Jefferson District Golf Course: Patio Renovation
Completed: April 2022
Project Cost: \$26,915
- Hideaway Park: Basketball Court Renovation
Completed: May 2022
Project Cost: \$5,395

Springfield District

- Pohick Steam Valley Park – Basketball Court Renovation
Completed: June 2022
Project Cost: \$62,132

Copy: Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Mike Peter, Director, Business Admin Division
Cindy Walsh, Director, Park Services Division
Jesse Coffman, Director, Golf Services
Judy Pedersen, Public Information Officer
Jessica Tadlock, Senior Fiscal Administrator, Business Administration Division
Paul Shirey, Manager, Project Management Branch
Malak Bahrami, Manager, Asset Management Division
Kim Eckert, Management Analyst, Park Operations Division
Alan Crofford, Facilities and Equipment Branch Manager, Park Operations Division
Kevin Williams, Acting Director, Park Operations Division
Dan Sutherland, Park Management Branch Manager, Park Operations Division

PARK IMPROVEMENT PROJECTS

PARK OPERATIONS DIVISION



PROJECT HIGHLIGHTS: APRIL – JUNE 2022

HOW WE PRIORITIZE PROJECTS

1. Condition Assessments

Annually conduct inspection of proposed project sites:

- Athletic courts
- Parking lots and roadways
- Trails & Bridges
- Playgrounds
- Buildings /Structure

2. Priority Ranking

Prioritize assets based on condition

Add the following categories for combined priority ranking

- Safety
- Revenue Impact
- Amount of Use
- Lights present
- Equity

3. Project Selection

Using final priority ranking recommend projects for consideration

4. Annual Review and Approval

WAKEFIELD – PICKLEBALL/TENNIS

- ❑ Braddock District
- ❑ Convert two platform tennis courts into two pickleball courts
- ❑ Renovated tennis courts #9, #10, and practice court
- ❑ Courts #9 and #10 are lined for four pickleball courts
- ❑ Project funded with General Fund Sinking Funding

- **Scope Estimate:** \$308,929
- **Completion:** 06/2022
- **Project Manager:** Karen Devor, Construction Maintenance Project Manager
- **Contractor:** ATC Corp



JEFFERSON DISTRICT GOLF COURSE – PATIO RENOVATION

- ❑ Providence District
- ❑ Renovation of patio:
 - Install Brick pavers
 - Power washed deck
 - Repair floor system
 - Install TREX rails, including ADA rail on cart path
- ❑ Project funded with Park Operations Capital Construction Funding

- **Scope Estimate:** \$26,915
- **Completion:** 04/2022
- **Project Manager:** Russ Davis, Facilities Project Manager
- **Contractor:** J Roberts/Accubid



MARTIN LUTHER KING JR– RESTROOM AND FENCE RESTORATION

- ❑ Mount Vernon District
- ❑ Renovation of bathrooms:
 - Replaced fixtures, toilets, sinks, and partitions to ensure ADA compliance
 - Floor and walls tiled, new paint
 - Added LED lighting
 - New exterior doors were installed with automatic magnetic door locks programmed to lock and unlock each day as scheduled.
- ❑ Project funded with Park Operations Capital Construction Funding



- **Scope Estimate:** \$98,400
- **Completion:** 05/2022
- **Project Manager:** Ron Pearson, Park/Rec Specialist
- **Contractor:** J Roberts

TENNIS COURT RENOVATIONS

❑ **Burgundy Park, Mount Vernon District**

- \$21,128 – Park Operations Capital Construction Funding

❑ **McLean Central Park, Dranesville District**

- \$34,677 - Park Operations Capital Construction Funding

- **Project Manager:** Karen Devor, Construction Maintenance Project Manager
- **Completion:** 06/2022
- **Contractor:** ATC Corp



BASKETBALL COURT RENOVATIONS

❑ **Hideaway Park - Providence District**

- \$5,395 – Proffer Funding (2020)

❑ **Lake Accotink Park - Braddock District**

- \$22,430 – Park Operations Capital Construction Funding

❑ **Pohick Stream Valley Park - Springfield District**

- \$62,132 – Park Operations Capital Construction Funding

- **Project Manager:** Karen Devor, Construction Maintenance Project Manager
- **Completion:** 05/2022 (Hideaway), 06/2022 (LAP, PSV) 2022
- **Contractor:** ATC



TRAIL IMPROVEMENTS

❑ **Difficult Run Stream Valley, Dranesville District**

- Trail Renovation, culvert replacement - Off Leigh Mill Road
- \$22,700 – Park Operations Capital Construction Funding

❑ **Follylick/Sugarland Run Stream Valley, Dranesville District**

- Fair weather crossing and trail improvements - off Dranesville Road
- \$58,890 - Park Operations Capital Construction Funding

▪ **Project Manager:** Karen Devor, Construction Maintenance Project Manager

▪ **Completion:** 05/2022

▪ **Contractor:** Accubid



TRAIL IMPROVEMENTS

❑ Bush Hill Park, Franconia District

- Sign Replacements
- Repaving existing asphalt trail
- \$25,152 - Park Operations Capital Construction Funding

❑ Franconia District Park, Franconia District

- Sign Replacements
- Trail improvements - off Bowie Drive
- Repaved existing asphalt trail
- \$26,077 - Park Operations Capital Construction Funding

- **Project Manager:** Karen Devor, Construction Maintenance Project Manager
- **Completion:** 05/2022
- **Contractor:** Tibbs Paving



INFIELD RENOVATIONS

Mount Vernon District

- ❑ Bucknell Manor Park - Field #1
- ❑ Collingwood Park - Fields #1, #2
- ❑ Martin Luther King Jr Park - Field #1
- ❑ Grist Mill Park - Fields #1, #2, #3
- ❑ Pohick Estates Park - Field #1

Franconia District

- ❑ Franconia Park - Fields #1, #2, #3
- ❑ Lewis High Park - Field #2
- ❑ Franconia District Park - Field #2
- ❑ Jefferson Manor Park - Field #1

- **Scope Estimate:** \$22,400
- **Completion:** 06/2022
- **Project Manager:** William Douglas, Area 3 Manager
- **Contractor:** Premier Sports Fields
- **Funding:** Park Operations Capital Construction Funding



QUESTIONS?

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ACTION

Lewinsville Park – Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Youth Soccer Association (Dranesville District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the McLean Youth Soccer Association (MYS) in the amount of \$20,000 to help fund a project to construct a restroom and storage building at Lewinsville Park.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the McLean Youth Soccer Association in the amount of \$20,000 to help fund a project to construct a restroom and storage building at Lewinsville Park.

TIMING:

Board action is requested on September 14, 2022, in order to award the grant.

BACKGROUND:

Lewinsville Park offers a variety of athletic fields, racquet and basketball courts, reservable garden plots, a popular weekly farmers' market from May through October, scout and nature programs at the Historic House, as well as the annual McLean Day festival. This wide range of uses helps to promote social interaction and makes the park a true centerpiece of the community.

Seeing a need for clean restrooms and shelter from inclement weather for the many visitors to Lewinsville Park, McLean Youth Soccer Association (MYS) has offered to partner with the Park Authority to fund the construction of a restroom and storage building at the park. MYS has an exemplary record of commitment to parks, having contributed millions of dollars to improve sports facilities. The Park Authority held a community virtual meeting on June 16, 2022 to present the restroom and storage building proposal. Comments received through the close of the comment period on July 18, 2022, indicated overwhelming community support for the project.

MYS is requesting \$20,000 from the Mastenbrook Volunteer Matching Funds Grant Program to help fund a project to construct a restroom and storage building at Lewinsville Park (Attachment 2). The total project estimate is in the range of \$600,000 to \$700,000. This includes the \$220,000 cost estimate for the design phase. If approved, a grant of \$20,000 from the Mastenbrook Volunteer Matching Fund Grants

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Program, along with a donation of \$200,000 from MYS, will provide the funds sufficient for the Park Authority to proceed with the design and permitting phase of the project.

Upon completion of 100% design, the Park Authority will provide MYS with an updated total project construction cost estimate. Based on that cost estimate and other costs, including, but not limited to, associated construction management, permitting, contingency, inspection, and testing costs, MYS will contribute the remaining funds required to construct the restroom and storage building. In addition, prior to project completion, MYS agrees to contribute a \$55,536 lump sum donation to cover estimated annual cleaning, repairs, and utility costs incurred by the Park Authority over the first ten years of operation of the facility. Maintenance of the storage room interior will be the responsibility of MYS, while the Park Operations Division will maintain the restroom and exterior of the building.

The Park Authority Board Member for the Dranesville District supports approval of the grant request. The Planning and Development Division Project Management Branch will manage the project as well as the process for securing an anticipated construction cost and ten-year maintenance contribution from MYS. The project construction is expected to be completed in FY2025. Matching funds are available to award the grant.

FISCAL IMPACT:

The estimated total funding required for the full construction project is between \$600,000 and \$700,000. For purposes of this grant request, the project costs pertain specifically to design and permitting, which is estimated to be \$220,000.

Funds are currently available in the amount of \$13,260.23 in WBS PR-000091, Park Renovations and Upgrades - 2016, in Fund 300-C30400, Park Bond Construction; \$6,739.77 in PR-0000147, 2020 Park Bond - Park Renovations and Upgrades, in Fund 300-C30400, Park Bond Construction Fund; and \$200,000 from MYS's forthcoming contribution, resulting in the total available funding of \$220,000. MYS has committed to providing all additional funding necessary to complete the project once the design and permitting phases are complete. Operational expenses will be managed by the Park Operations Division.

Contingent on approval of this grant, all remaining grant funds that had been released from previous bonds will have been used. The balance in those previously released grant funds now stands at \$13,260.23, which is less than the amount needed to award this grant. Therefore, the additional \$6,739.77 needed to achieve the full grant award of \$20,000 is contingent on newly released Mastenbrook Grant funding. Pending action on this request, the new balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$793,260.23.

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ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Lewinsville Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –
McLean Youth Soccer Association

STAFF:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Brendon Hanafin, Director, Planning and Development Division

Kevin Williams, Acting Director, Park Operations Division

Michael Peter, Director, Business Administration

Paul Shirey, Manager, Project Management Branch

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

Lewinsville Park

Project Area





Mastenbrook Volunteer Matching Fund Grants Program Application Form

PLEASE PRINT. Please provide all information requested. Attach additional sheets and/or materials as needed to support your request.

1. Grantee Information

Name of Individual or Organization: McLean :Youth Soccer
 Contact Person: Louise Waxler

Mailing Address: PO Box 724, McLean, VA 22101

Phone: ()

Email: louise.waxler@mcleansoccer.org

2. Project Title

Installation of restrooms/shelter/storage space at Lewinsville Park

3. Funding Requested for this project

Applicant may apply for more than one project per fiscal year; however, the combined total of grant funding awarded may not exceed \$20,000 within a fiscal year.

\$20,000

Amount: _____

4. Project Description

Provide a description of your project. Attach drawings or specifications for 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.*

Construction of restrooms/storage space and shelter at Lewinsville Park. a.

Location – in the same area as the existing porta-johns

Concept - use Sully Highlands restroom building as a design precedent

Approx. sizing subject to design process:

400 SF women's room, 2-4 fixtures subject to code

400 SF men's room, 2-4 fixtures subject to code

200 Sf storage area

200 SF covered area for minimal shelter

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? *Please be aware that projects must be ADA compliant.*

Lewinsville Park offers several athletic opportunities to the residents of McLean. There are 3 port-a-johns that service the entire complex which are inadequate and unsanitary. There are hundreds of players and spectators at this part on any given weekend throughout the year. MYS has rented additional port-a-johns to not only service our players but everyone using the park...units containing hand washing stations and flushable toilets. This building would provide for clean restrooms and shelter in the event of inclement weather.

6. Sponsor Commitment

What experience do you or does your 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.)? Describe what maintenance the improvement will require and how the maintenance will be accomplished over time.

MYS has contributed and worked with FCPA on developing 8 fields in McLean is the only youth sports organization to have contributed millions of dollars to improve the facilities for all sports. FCPA would manage the project fro design through construction and MYS would provide the funding to complete the project.

7. Proposed Budget

Provide a detailed and complete budget. Include enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices (e.g. price quotes, website screenshots, etc.) for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

Total Project Estimate (TPE)

TPE = \$550,000 to 650,000. This includes surveying, minor site plan including utility design, architectural drawings, permits and plan review fees, construction, and staff project management costs.

Design and permitting only is estimated at \$220,000

FUNDING SOURCES: \$200,000 contribution from MYS upon grant approval
\$ 20,000 Mastenbrook Volunteer Matching Fund grant

8. Funding Process

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

We understand that we will receive the grant funds from the Park Authority after we complete the project and furnish receipts with our letter requesting payment.

We must have the Park Authority pay the grant-funded portion of project costs during the course of the project. (Grant funds are remitted directly to vendors or suppliers, not to the grantee.)

Signature _____ -Via email-

Date 2/8/2022

Submit application to:

Fairfax County Park Authority
12055 Government Center Parkway, Suite 927
Fairfax, Virginia 22035-1118

Attn: Julie Tahan, Community Support Specialist
Park Operations Division
703-324-8740
Julie.tahan@fairfaxcounty.gov

FOR OFFICE USE ONLY	
Date received	2/8/2022
Delivery method	Email

PHASE I COST ESTIMATE

Lewinsville Park - Restroom and Storage Building Construction

Surveying, Site and building design development, and drawings	\$134,000
Geotechnical engineering	\$ 10,000
Permitting, plan review, fees	\$ 50,000
Project Management	<u>\$ 26,000</u>
Total Phase I Project Estimate	\$220,000

**MASTENBROOK VOLUNTEER
MATCHING FUND GRANT REQUEST**

McLean Youth Soccer

September 14, 2022

PROJECT:

Restroom and Storage Building - Lewinsville Park

Concept Only



PROJECT LOCATION



PROJECT BUDGET:

- ▶ \$ 220,000 - Design and Permitting
- ▶ \$ 380,000 - 480,000 - Construction Phase
- ▶ \$ 600,000 - \$700,000 **TOTAL PROJECT COST**

PROPOSED FUNDING FOR DESIGN AND PERMITTING:

- ▶ \$200,000 - McLean Youth Soccer
- ▶ \$ 20,000 - Mastenbrook Matching Grant Fund

FISCAL IMPACT:

- ▶ \$13,260.23 in PR-000091, 2016 Park Bond - Park Renovations and Upgrades, Fund 300-C30400, Park Bond Construction Fund
- ▶ \$6,739.77 in PR-0000147, 2020 Park Bond - Park Renovations and Upgrades, Fund 300-C30400, Park Bond Construction Fund
- ▶ Contingent on approval of this grant, the balance in previously released grant funds based on grant amounts awarded will be \$0.
- ▶ The balance in newly released funding for the Mastenbrook Grant Program after this grant will be \$793,260.23.

Discussion/Questions?