



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Kirk Kincannon, Director

FROM: David Bowden, Director
Planning and Development Division

DATE: April 3, 2014

Agenda

Planning and Development Committee

Wednesday, April 9, 2014 – 5:45 pm

Boardroom – Herrity Building

Chairman: Ken Quincy

Vice Chair: Michael Thompson, Jr.

Members: Linwood Gorham, Richard C. (Rip) Sullivan, Jr., Frank S. Vajda

1. Scope Approval – Poplar Tree Park Parking Lot Renovation – Action*
2. Scope Approval – Woodlawn Park Bridge Replacement – Action*
3. Scope Approval – Installation of Synthetic Turf on Field #2 and Related Stormwater Enhancements at Rolling Valley West Park – Action*
4. Memorandum of Understanding with the National Park Service for the Potomac Heritage National Scenic Trail – Action*
5. [Needs Assessment Update – Information*](#)
6. Installation of Emergency Generators and Telecommunication Equipment on Athletic Field Light Poles – Information*
7. Board of Supervisors/Park Authority Board Land Bank Agreement Update– Information*
8. Braddock Park Mini-Golf – Update – Information*
9. Monthly Contract Activity Report – Information*
10. Closed Session
 - Land Acquisition

*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
April 23, 2014

ACTION

Scope Approval – Poplar Tree Park Parking Lot Renovation (Sully District)

ISSUE:

Approval of the project scope to renovate the west parking lot at Poplar Tree Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the project scope to renovate the west parking lot at Poplar Tree Park.

TIMING:

Board approval of the project scope is requested on April 23, 2014, to maintain the project schedule.

BACKGROUND:

The Park Authority Board was last briefed on the Stringfellow Road Widening Project on September 23, 2009. This project currently under construction is funded by the Fairfax County Department of Transportation (FCDOT) and is managed by the Virginia Department of Transportation (VDOT) improves a two-mile section of Stringfellow Road from Route 50 to the Fair Lakes Parkway/Northbourne Drive.

During the design phase VDOT requested an easement on park property at Poplar Tree Park for a stormwater management facility. VDOT needed to reconfigure the existing east parking lot in order to accommodate the stormwater management facility. VDOT agreed to reconstruct the east parking lot including new pavement as part of constructing the stormwater management facility. VDOT completed the reconfiguration of the east parking lot and based paved the parking lot in fall 2013 to allow use of the parking lot by park patrons. VDOT will surface pave the east lot as they complete the road improvement project.

VDOT has offered to reconstruct the paved areas at the existing west parking lot at their contract price (Attachment 1). The west parking lot was constructed in the 1980s and with the exception of asphalt patching has not been repaved. The scope of work to reconstruct the paved areas of the west parking lot is:

- Mill and resurface with 2 inch surface asphalt existing parking lot travel lanes.

Board Agenda Item
April 23, 2014

- Remove and replace with full depth asphalt the parking lot entrance road from the parking lot to the park entrance road.
- Install new pavement markings.

Based on VDOT's contract price the cost to reconstruct the paved areas at the west parking lot is estimated to be \$43,059. Staff recommends reserving an additional \$5,000 for contingency for a total funding requirement of \$48,059 to fund the reconstruction of the west parking lot at Poplar Tree Park. VDOT will complete the work as their schedule and use of the park allows prior to completion of the road widening project in fall 2015.

FISCAL IMPACT:

Based on the cost estimate, funding in the amount of \$48,059 is necessary for this project. Funding is currently available in the amount of \$48,059 in Project PR-000018, Building Renovation & Expansion in Fund 30400, Park Authority Bond Construction.

ENCLOSED DOCUMENTS:

Attachment 1: Parking Lot Renovation Plan

STAFF:

Kirk W. Kincannon, Director
Cindy Messinger, Deputy Director/CFO
Sara Baldwin, Deputy Director/COO
David Bowden, Director, Planning and Development Division
Todd Johnson, Director, Park Operations Division
Janet Burns, Senior Fiscal Administrator
Michael P. Baird, Manager, Capital and Fiscal Services

 • MILL AND RESURFACE

- MILL 2" DEPTH
- PAVE 2" SM-9.5A

 • FULL DEPTH DEMOLITION AND PAVEMENT

- DEMOLITION OF EXISTING ASPHALT
- PAVE 3" BM-25.0A
- PAVE 1.5" SM-9.5A

NOTES:

- AREA OF FULL DEPTH DEMO AND REPAVING IS A CONTINUATION OF WORK DIRECTED VIA CONTRACT CHANGE DIRECTIVE No.003
- EXISTING FIRE LANE NOT TO BE MILLED AND RESURFACED
- EXISTING GRAVEL PARKING STALLS TO BE MAINTAINED
- PAVEMENT MARKINGS TO BE REPLACED IN KIND WITH TYPE A MARKING PAINT, 4"



CCD 013-POPLAR TREE PARK
OVAL LOT RECONSTRUCTION

This page intentionally left blank.

Board Agenda Item
April 23, 2014

ACTION

Scope Approval – Woodlawn Park Bridge Replacement (Mount Vernon District)

ISSUE:

Approval of the project scope to replace the existing pedestrian bridge in Woodlawn Park with a 35' fiberglass bridge.

RECOMMENDATION:

The Park Authority Director recommends approval of the project scope to replace the existing pedestrian bridge in Woodlawn Park with a 35' fiberglass bridge.

TIMING:

Board action is requested on April 23, 2014, to maintain the project schedule.

BACKGROUND:

The Park Authority Board approved an allocation of funding from the 2012 Park Bond for twelve trail planning and development projects on October 23, 2013. The list of funded projects includes replacing the existing pedestrian bridge in Woodlawn Park with a 35' fiberglass bridge. The existing wooden bridge is the primary access for patrons entering from communities on the northern side of Woodlawn Park. The bridge crosses an unnamed tributary of Dogue Creek. The bridge is in very poor condition and has been repaired multiple times in the past.

The scope of work for this project includes:

- Demolition of the existing bridge
- Purchase and installation of a 35' fiberglass bridge

The detailed estimated cost for the bridge replacement as outlined above is \$64,000 (Attachment 2).

The proposed timeline for the project follows:

<u>Phase</u>	<u>Planned Completion</u>
Scope	May 2014
Design	July 2014
Construction	September 2014

Board Agenda Item
April 23, 2014

FISCAL IMPACT:

Based on the scope cost estimate, funding in the amount of \$64,000 is necessary for design and construction of this project. Funding is currently available in the amount of \$64,000 in WBS PR-000091, Existing Facility Renovation, 2012 Bond, in Fund 300-C30400 to fund the project.

ENCLOSED DOCUMENTS:

Attachment 1: Location Map – Woodlawn Park Bridge Replacement

Attachment 2: Cost Estimate

STAFF:

Kirk W. Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

David Bowden, Director, Planning and Development Division

Barbara Nugent, Director, Park Services Division

Todd Johnson, Director, Park Operations Division

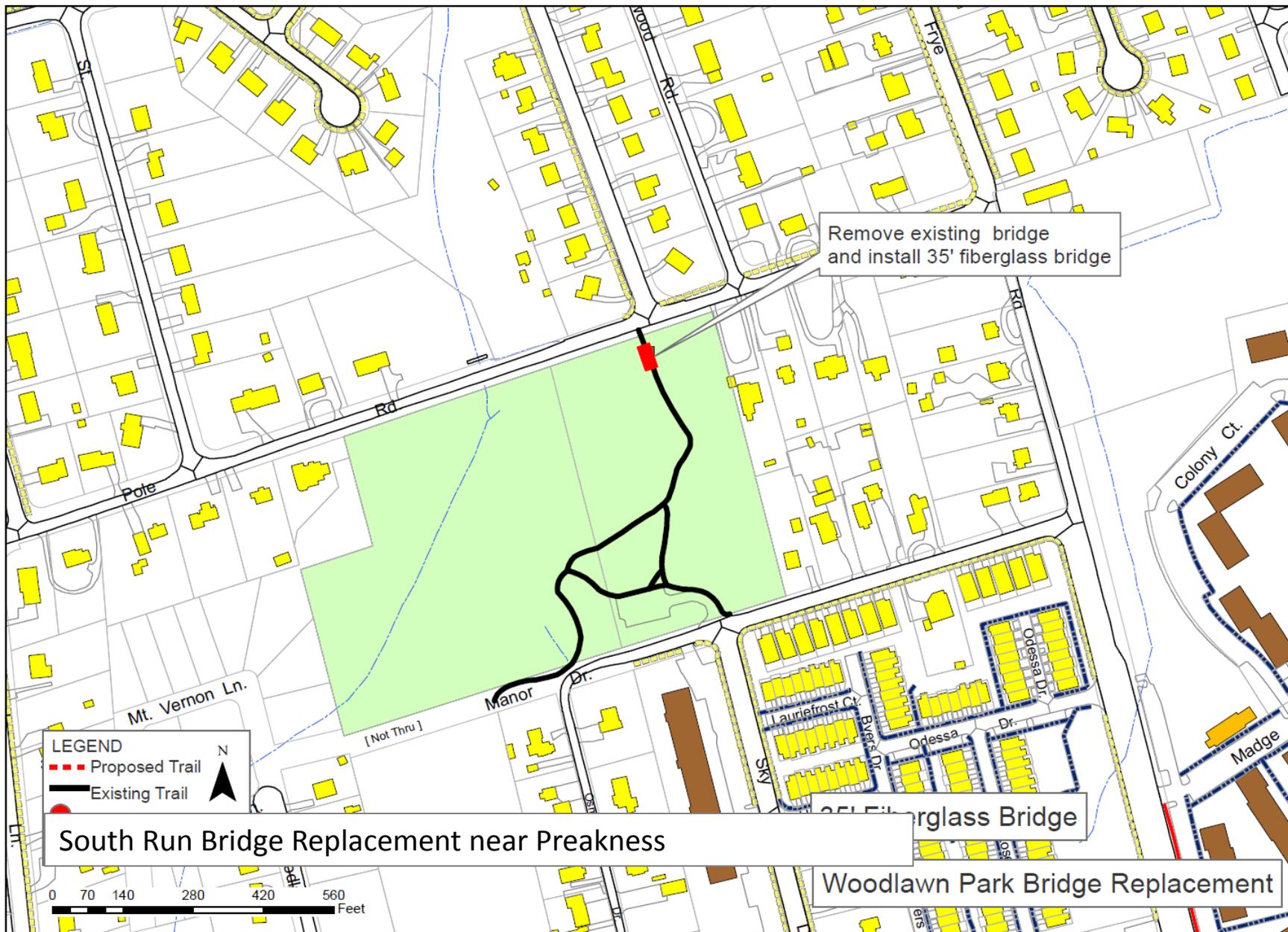
Timothy Scott, Manager, Project Management Branch

Elizabeth Cronauer, Trail Program Manager

Bill Boston, Project Manager

Janet Burns, Fiscal Administrator

Michael Baird, Manager, Capital and Fiscal Services



This page intentionally left blank.

COST ESTIMATE – Woodlawn Park Bridge Replacement

Design phase:

In-House Design	\$8,500
Permits and Fees	\$2,700
Testing	<u>\$1,000</u>
Design Subtotal	\$12,200

Construction Phase:

Mobilization, layout	\$3,500
Earthwork and Demolition	\$6,500
Erosion and Sediment Control	\$2,000
Helical Piers, Bridge, and Bridge assembly	<u>\$28,000</u>
Construction Subtotal	\$40,000

Administrative:

10% Construction Contingency	\$4,000
15% Administration	<u>\$7,800</u>
Administrative Subtotal	\$11,800

Project Total (Design, Construction, Administrative) **\$64,000**

This page intentionally left blank.

Board Agenda Item
April 23, 2013

ACTION

Scope Approval – Installation of Synthetic Turf on Field #2, and Related Stormwater Enhancements at Rolling Valley West Park (Springfield District)

ISSUE:

Approval of the project scope to design, permit and convert field #2 to synthetic turf, and related stormwater enhancements at Rolling Valley West Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the project scope to design, permit and convert field #2 to synthetic turf, and related stormwater enhancements at Rolling Valley West Park.

TIMING:

Board approval of the project scope is requested on April 23, 2014, to maintain the project schedule.

BACKGROUND:

Rolling Valley West is a 21-acre local park located at 6512 Sydenstricker Road in the Burke area of the County. Park facilities include two lighted rectangular fields, one lighted 65-foot skinned, diamond field, lighted tennis courts, a lighted multi-use court, a playground, picnic areas, trails, and parking. The majority of the facilities were constructed in 1981.

The 2012 Park Bond Program includes a project to convert Rolling Valley West Park field #2 from an existing natural grass field to synthetic turf. The Park Authority's Five Year Capital Improvement Program (CIP) - Project Development Schedule includes installation of the new synthetic turf on field #2 in Fiscal Year (FY) 2015. A project team was assembled with representatives from Park Operations, Park Services, the Planning and Development Division, and the Department of Public Works and Environmental Services to begin scoping the project. An open-end professional service contract was used to initiate the design phase to assist in preparing the scope for this project.

The scope of work to design, permit, and convert existing field #2 is as follows:

Board Agenda Item
April 23, 2013

Rolling Valley West Field #2

- Excavate and fill to achieve design grades
- Install the storm drainage piping system
- Place and laser grade the base aggregate
- Install concrete perimeter curb
- Install synthetic turf on playing field area of 210' x 360', including striping for multipurpose sports
- Install sod as shown on plans
- Install bleacher and bench pads
- Install goal posts
- Install accessible trails that meet ADA standards

The installation of the Rolling Valley West Park field #2 will meet all general guidelines and standards established under the Park Authority's synthetic turf program. The scope total project cost estimate for the field #2 at Rolling Valley West Park is \$810,000 as detailed in Attachment 2.

Fairfax County Department of Public Works and Environmental Services (DPWES), Stormwater Management staff is working with Park Authority staff to evaluate design options, which will enhance stormwater controls and measures as a part of the project. DPWES will fund all design and construction costs related to any enhanced stormwater controls and measures installed as part of this project. There will be no fiscal impact to the project cost to incorporate the enhanced stormwater controls and measures which benefit the park as well as the community.

Staff anticipates utilizing an available nationwide cooperative procurement program to complete the installation of the synthetic turf in a cost effective and timely manner. The Planning and Development Division reports contracts and purchase orders in excess of \$100,000 to the Park Authority Board via the Monthly Contract Activities Report. Staff anticipates construction will start in July 2014 after the end of the spring 2014 sports season.

The proposed timeline for completing the project is as follows:

<u>Phase</u>	<u>Planned Completion</u>
Scope	April 2014
Design & Permitting	June 2014
Construction	September 2014

Board Agenda Item
April 23, 2013

FISCAL IMPACT:

Based on the scope cost estimate, funding in the amount of \$810,000 is necessary to fund this project. Funding is currently available in the amount of \$810,000 in WBS PR-000091-008 in Existing Facility/Renovation 2012, in the 2012 Bond, in Fund 300-C30400.

ENCLOSED DOCUMENTS:

Attachment 1: Field Layout

Attachment 2: Scope Cost Estimate

STAFF:

Kirk W. Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

David Bowden, Director, Planning and Development Division

Todd Johnson, Director, Park Operations Division

Timothy Scott, Manager, Project Management Branch

Charles Mends-Cole, Project Manager, Project Management Branch

Janet Burns, Senior Fiscal Administrator

Michael P. Baird, Manager, Capital and Fiscal Services

This page intentionally left blank.

Rolling Valley West Park – Field #2

SCOPE COST ESTIMATE

Synthetic Turf Field Conversion

Mobilization and Layout	\$ 6,500
Site Earthwork	62,000
Erosion & Sedimentation Control	9,000
Storm Drainage System	45,000
Synthetic Turf Field System Including Curb	450,000
Concrete Players Pad and Goals	10,000
Sod Perimeter	13,000
Accessible Asphalt Trail	32,500
Construction Subtotal	\$628,000
Design,	75,000
Project Contingency	62,000
Construction Administration	6,000
Testing	6,000
Permits & Fees	6,000
Administration	27,000
	\$182,000
Total Project Estimate Field #2	\$810,000

This page intentionally left blank.

Board Agenda Item
April 23, 2014

ACTION

Memorandum of Understanding with the National Park Service for the Potomac Heritage National Scenic Trail

ISSUE:

Approval of the Memorandum of Understanding with the National Park Service for recognition and implementation of sections of the Potomac Heritage National Scenic Trail on Fairfax County Park Authority lands.

RECOMMENDATION:

The Park Authority Director recommends approval of the Memorandum of Understanding with the National Park Service for recognition and implementation of sections of the Potomac Heritage National Scenic Trail on Fairfax County Park Authority lands.

TIMING:

Board action is requested on April 23, 2014.

BACKGROUND:

The Potomac Heritage National Scenic Trail (PHNST) was created by an act of the U.S. Congress in 1983 as an amendment to the National Trail Systems act of 1968. It is one of twenty-four national trails in the National Trail System and its purpose is to recognize the significant role that the Potomac River corridor played in the development of the United States by providing a non-motorized route that allows people to visit many significant historical features associated with the river and to experience its natural beauty. The legislation authorized the National Park Service (NPS) to allocate funding and resources for development of the trail.

The PHNST has developed as a “braided” trail in a corridor following the Potomac River from the mouth of the river at the Chesapeake Bay to the Allegheny Highlands (Attachment 1). The trail includes sections on both sides of the river as well as a water trail on the river itself resulting in a trail network that provides opportunities for outdoor recreation, education, transportation, and heritage tourism. The existing sections of the trail are owned and managed by different land managers including government agencies, non-profit organizations, and commercial interests with oversight by NPS.

Board Agenda Item
April 23, 2014

Designated segments of the trail pass through Riverbend Park, Scotts Run Nature Preserve, Grist Mill Park, and Laurel Hill Park. The Park Authority has supported the PHNST for many years by attending land manager meetings, and by prioritizing the completion of segments of trail within our parks via an informal partnership with NPS. The Park Authority completed the Clarks Branch Bridge project in Riverbend Park in 2009 which provides an important link on the PHNST north towards Loudoun County. NPS provided funding in the amount of \$60,000 for cultural resource studies and concept designs required to complete the project.

This Memorandum of Understanding (MOU) is between NPS and the various land managers in the Northern Virginia area between the confluence of the Shenandoah and Potomac Rivers in northern Loudoun County and Locust Shade Park in southern Prince William County (Attachment 2). Execution of the MOU will formalize the partnership between the Park Authority and the NPS. The MOU will authorize use of the PHNST logo on Park Authority trail signs and references to the trail in Park Authority promotional materials. The MOU also authorizes references to county facilities in NPS publications, facilitates the sharing of information between organizations, and creates opportunities to partner on projects deemed beneficial to both parties.

FISCAL IMPACT:

Executing this MOU does not obligate the Park Authority to any fiscal commitments.

ENCLOSED DOCUMENTS:

Attachment 1: Map of PHNST in Northern Virginia

Attachment 2: Memorandum of Understanding between Fairfax County Park Authority and the National Park Service.

STAFF:

Kirk W. Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

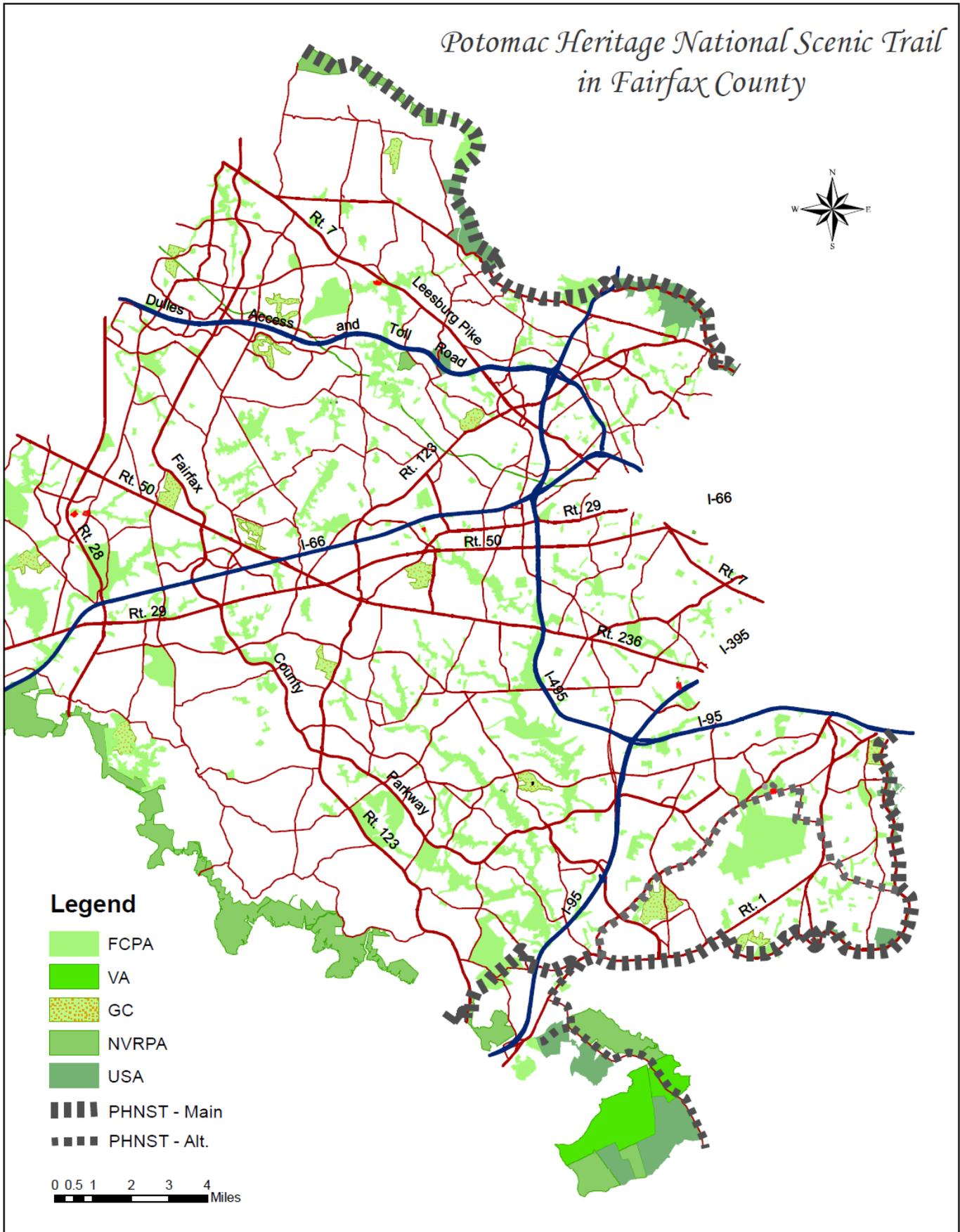
David Bowden, Director, Planning and Development Division

Timothy Scott, Manager, Project Management Branch

Elizabeth Cronauer, Trails Program Manager

Potomac Heritage National Scenic Trail

Potomac Heritage National Scenic Trail in Fairfax County



This page intentionally left blank.

16 January 2014

Memorandum of Understanding

among

the incorporated jurisdictions of Loudoun County, Town of Leesburg, Fairfax County, Arlington County, City of Alexandria, Prince William County, and Town of Occoquan;

the agencies and organizations that plan, manage and promote the Potomac Heritage National Scenic Trail network in Northern Virginia; and

**the Potomac Heritage National Scenic Trail Office,
National Park Service, U.S. Department of the Interior.**

This Memorandum is entered into by and among representatives of the jurisdictions in Northern Virginia within which the Potomac Heritage National Scenic Trail (the Trail) has been authorized; by the respective agencies and organizations that plan for, manage and promote the experience of the Trail network in Northern Virginia; and the Potomac Heritage National Scenic Trail Office, National Park Service, U.S. Department of the Interior, the purpose of which is to recognize the Trail network in Northern Virginia and to realize fully the benefits associated with such recognition, including increased opportunities for outdoor recreation, for non-motorized transportation, for education, heritage tourism and contributions to a vibrant regional economy.

ARTICLE I – BACKGROUND AND OBJECTIVE

The National Trail System (NTS) was established through enactment of the *National Trail System Act of 1968* (82 Stat. 919, Public Law 90-543) (the Act). The legislation also authorized “feasibility studies” for additional components of the National Trails System, including the Potomac Heritage Trail; such a study was completed in 1974 by the Bureau of Outdoor Recreation. A 1983 amendment to the Act (77 Stat. 43, Public Law 90-543) designated the Potomac Heritage National Scenic Trail (“the Trail”) as a component of the National Trails System, recognized a corridor for the Trail, and assigned administration of the federal interest in the Trail to the Secretary of the Interior, which role is delegated to the National Park Service (NPS).

Today, the evolving Trail network is an enterprise of many partners, including government agencies at all levels, non-profit organizations, volunteers and commercial interests. The growing network provides opportunities for outdoor recreation, education and exploration between the mouth of the Potomac River and the Allegheny Highlands. Partnerships are at the heart of the Trail concept, creating a locally-managed, non-motorized trail network for outdoor recreation, education, transportation, health and heritage tourism.

The objectives of this agreement are to recognize and promote the segments of the Potomac Heritage National Scenic Trail in Northern Virginia; to authorize use of the official Trail logo; and to foster coordination among the various agencies and organizations that plan for, acquire, develop and manage Trail segments and that promote the experience of the Trail network (see Attachment A: “Map of the Potomac Heritage National Scenic Trail network in Northern Virginia,” Northern Virginia Regional Commission, X/2013). Segments of the Trail network in Northern Virginia are recognized in comprehensive and/or other planning documents, contributing to the concept of a

continuous trail network for non-motorized travel and exploration between the confluence of the Shenandoah and Potomac rivers in northern Loudoun County and Locust Shade Park in southern Prince William County; as a whole, the Trail network provides exceptional and varying opportunities for hiking, bicycling, horseback riding and boating; for access to the Potomac River and its tributaries, and other natural and historic landscapes; for transportation; and for promoting heritage tourism.

ARTICLE II - AUTHORITY

Section 5.(a)(11) of the National Trails System Act of 1968, as amended in 1983 and codified at 16 U.S.C. § 1244 (a) (11), designating a general alignment for the Potomac Heritage National Scenic Trail; Section 7.(e) of the same Act, codified at 16 U.S.C. 1246, authorizing the Secretary of the Interior to “enter into such agreements with landowners, States, local governments, private organizations, and individuals for the use of lands for trail purposes...”.

ARTICLE III – STATEMENT OF WORK

A. The NPS authorizes Trail segment managers to use the Trail logo and will:

1. recognize segments of the Potomac Heritage National Scenic Trail (the Trail) on the NPS “unigrid” brochure for the Trail; and
2. provide opportunities for coordination between staff of the signatory agencies to this Memorandum and other Trail stakeholders;
3. provide Trail markers and digital files of the Trail logo in various formats to staff of agencies and organizations that manage segments of the corridor;
4. recognize the status of the Trail in non-NPS reports; and
5. execute, in support of specific projects when deemed to be of mutual advantage, cooperative agreements and sub-agreements between NPS and agencies and organizations for management of segments of the Trail.

B. Managers of Trail segments in Northern Virginia will:

1. plan, acquire lands and easements for, develop and maintain and/or seek designation of segments of the Trail within respective jurisdictions;
2. mark Trail segments with the Trail marker at major trailheads and changes in direction; and
3. recognize and promote Trail segments in publications and on Web sites, through development and installation of way-finding and interpretive exhibits, and through other media as determined through mutual agreement.

C. All will:

1. maintain a point of contact for Trail-related business;
2. review annually the status of the Trail network in Northern Virginia;
3. share geographic information system data when deemed to be of mutual interest; and

4. seek opportunities to conserve Trail-related resources and to promote, to residents and visitors, experiences associated with the Trail network.

ARTICLE IV – EXPENDITURE OF FUNDS

Any activities agreed to by any party to this agreement are subject to available funding, and nothing in this agreement shall be construed to obligate any party to expend any funds in excess of appropriations authorized by law.

ARTICLE V – TERM OF MEMORANDUM

This Memorandum will be effective for a period of five years from the date of final signature. Earlier termination by one of the parties pursuant to Article VIII below shall not invalidate the agreement for the other parties.

ARTICLE VI – LETTERS OF SUPPORT

Additional parties may choose to demonstrate commitments to the development and management of the Trail network through letters of support.

ARTICLE VII – KEY OFFICIALS

All communications and notices regarding this Memorandum will be directed to the following key officials, acting as contacts for Trail segment management agencies and organizations:

Loudoun County Department of Parks, Recreation and Community Services:

Mark Novak, Chief Park Planner
20145 Ashbrook Place, Suite 170, Mailstop 78; Ashburn, VA 20147
703-737-8992 / mark.novak@loudoun.gov

Town of Leesburg Department of Parks and Recreation:

William Ference, Assistance Director for Parks
25 West Market Street; Leesburg, VA 20176
703-737-7143 / WFerence@leesburgva.gov

Fairfax County:

Elizabeth Cronauer, Trail Program Manager
Fairfax County Park Authority
12055 Government Center Pkwy #987; Fairfax, VA 22035
703-324-8629 / Elizabeth.Cronauer@fairfaxcounty.gov

Charlie Strunk, Bicycle Coordinator
Fairfax County Department of Transportation
12000 Government Center Parkway; Fairfax VA 22035
703-877-5766 / Charlie.Strunk@fairfaxcounty.gov

Arlington County:

Courtney Cacatian, Marketing Manager
Arlington Convention and Visitors Service
1100 North Glebe Road, Suite 1500; Arlington VA 22201
703-228-0877 / ccacatian@arlingtonva.us

City of Alexandria Dept. of Transportation & Environmental Services:

Carrie Sanders, Bicycle & Pedestrian Program Manager / Principal Transportation Planner
421 King Street, Suite 300; Alexandria VA 22314
703-746-4088 / Carrie.Sanders@alexandriava.gov

Prince William County Department of Parks and Recreation:

Michael DePue, Planner
14420 Bristow Road; Manassas VA 20112
703-792-5394 / mdepue@pwcgov.org

Town of Occoquan:

Sheldon Levi, Acting Town Manager
314 Mill Street; Occoquan, VA 22125
703-491-1918
slevi@occoquan.org

Northern Virginia Regional Park Authority:

Kate Rudacille, Deputy Director of Planning and Grants
5400 Ox Road; Fairfax Station VA 22039-1022
703-359-4615 / krudacil@nvrpa.org

Northern Virginia Regional Commission:

Aimee Vosper, ASLA, RLA, Director of Planning and Environmental Services
3060 Williams Drive, Suite 510; Fairfax VA 22031
703-642-4623 / avosper@novaregion.org

Potomac River Complex National Wildlife Refuge. U.S. Fish and Wildlife Service:

Daffny Pitchford, Refuge Manager
12638 Darby Brook Court; Woodbridge VA 22192
703-492-4979 / Daffny_Pitchford@fws.gov

Meadowood Special Recreation Management Area, Bureau of Land Management:

John Reffitt, Natural Resources Specialist
Lower Potomac Field Station
10406 Gunston Road; Lorton VA 22079
703-339-3467 / jreffit@blm.gov

Leesylvania State Park:

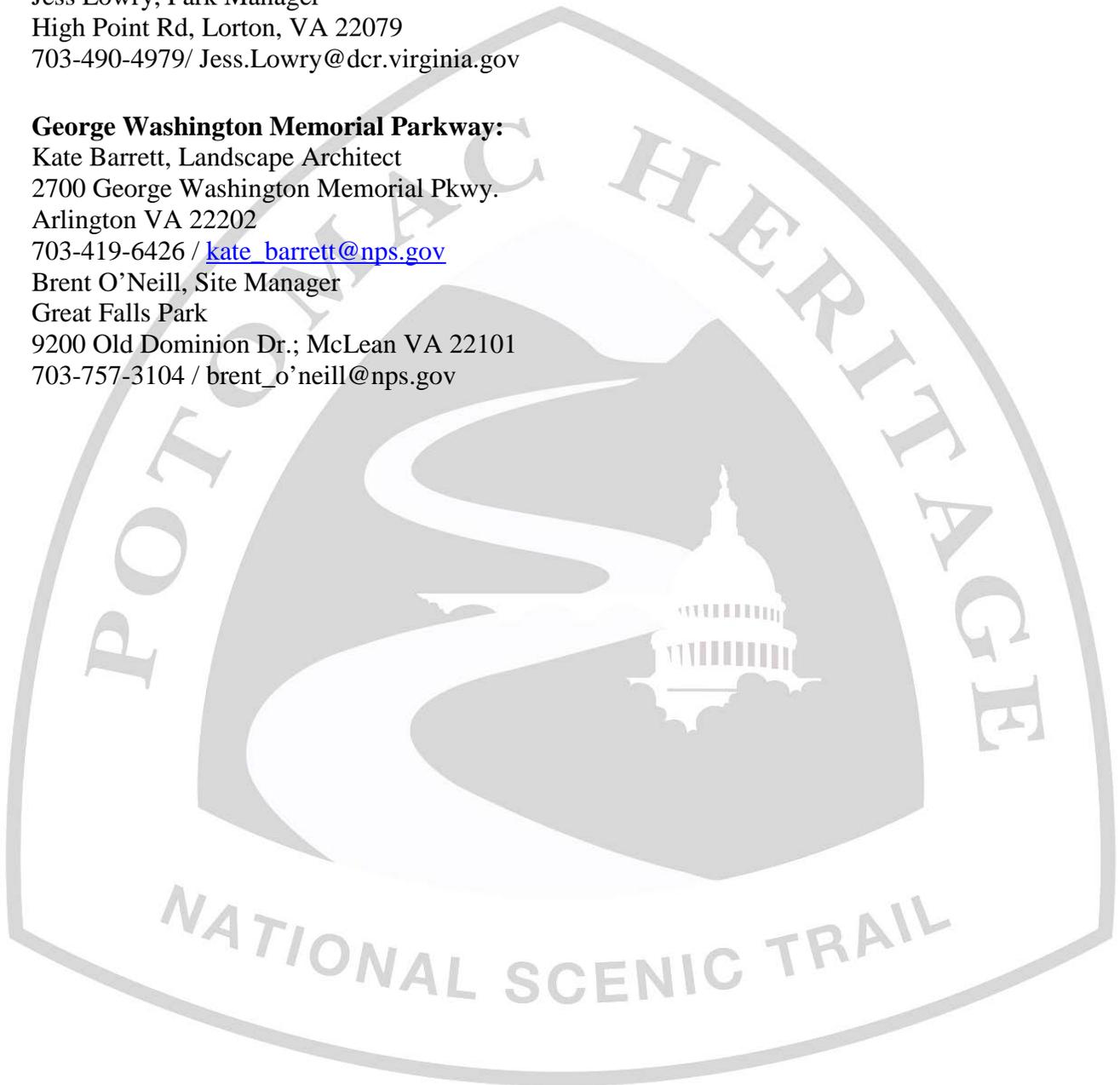
Karen Lambey, Park Manager
2001 Daniel K Ludwig Drive; Woodbridge, VA 22191
703-730-8205 / xxxxxx

draft: 15 January 2014

Mason Neck State Park
Jess Lowry, Park Manager
High Point Rd, Lorton, VA 22079
703-490-4979/ Jess.Lowry@dcr.virginia.gov

George Washington Memorial Parkway:

Kate Barrett, Landscape Architect
2700 George Washington Memorial Pkwy.
Arlington VA 22202
703-419-6426 / kate_barrett@nps.gov
Brent O'Neill, Site Manager
Great Falls Park
9200 Old Dominion Dr.; McLean VA 22101
703-757-3104 / brent_o'neill@nps.gov



draft: 15 January 2014

Prince William Forest Park:

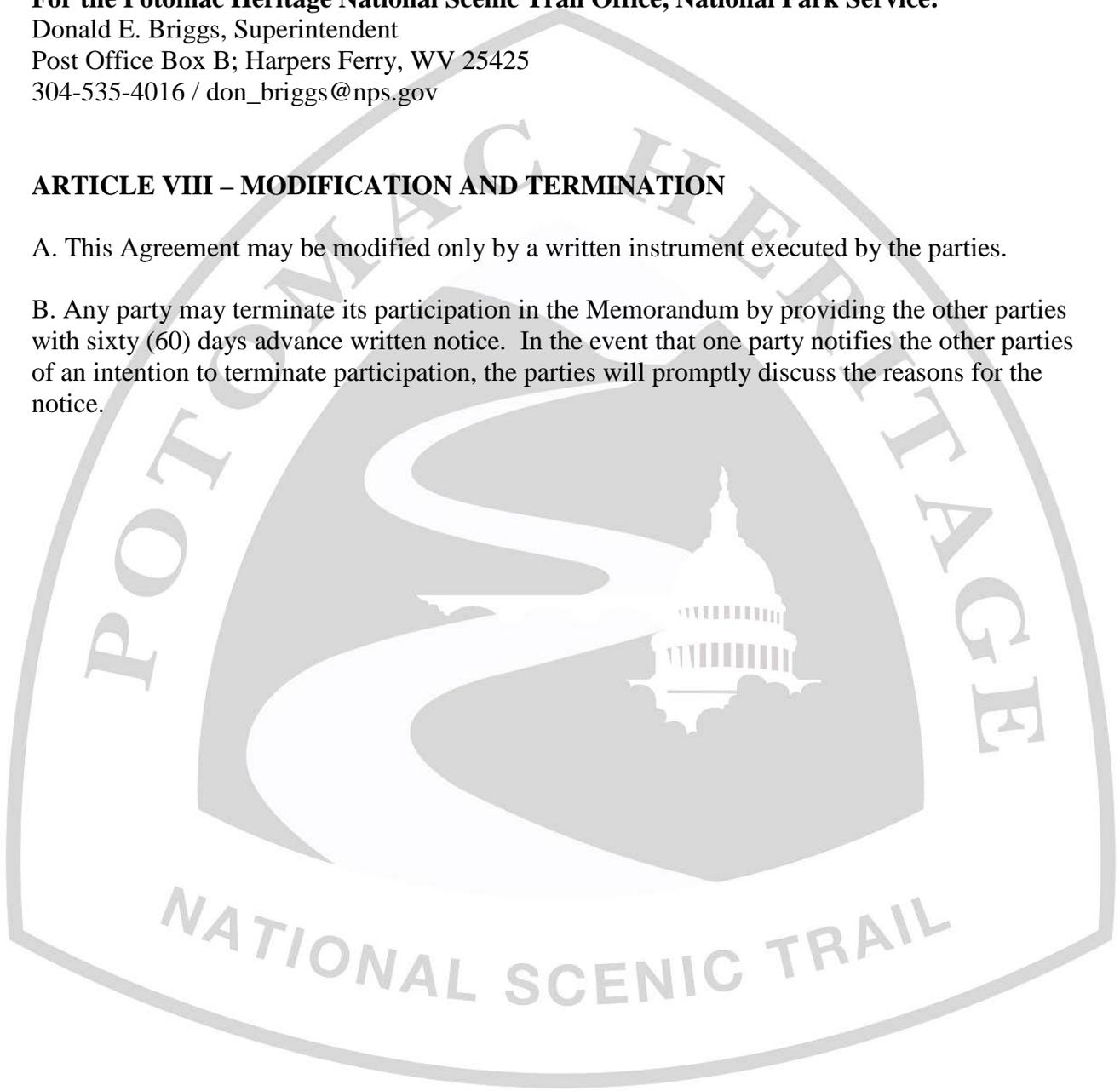
George Liffert, Deputy Superintendent
18100 Headquarters Road; Triangle VA 22172
703 221-4706 / george_liffert@nps.gov

For the Potomac Heritage National Scenic Trail Office, National Park Service:

Donald E. Briggs, Superintendent
Post Office Box B; Harpers Ferry, WV 25425
304-535-4016 / don_briggs@nps.gov

ARTICLE VIII – MODIFICATION AND TERMINATION

- A. This Agreement may be modified only by a written instrument executed by the parties.
- B. Any party may terminate its participation in the Memorandum by providing the other parties with sixty (60) days advance written notice. In the event that one party notifies the other parties of an intention to terminate participation, the parties will promptly discuss the reasons for the notice.



ARTICLE X – SIGNATURES

IN WITNESS WHEREOF, the parties hereto executed this Agreement on the date(s) set forth below.

Fairfax County Park Authority

Date



This page intentionally left blank.

INFORMATION

Needs Assessment Update

The purpose of the Needs Assessment Study is to determine countywide park and recreation needs and determine how best to meet those needs through service level standards, contribution levels, programming, and development of a 10-year capital improvement plan. Findings from the study will also help verify our core services delivery. Staff discussed the Needs Assessment project scope with the Park Authority Board in January 2013. That scope includes the following six elements:

1. Public and Stakeholder Involvement – includes interviews/focus groups, public meetings, presentations, web-based input tools.
2. Needs Assessment Survey – comprehensive statistically valid need survey, measuring usage, needs, importance and prioritization; includes facilities (built and natural) and programs.
3. Needs Analysis and Service Level Standards – includes analysis of need using data collected and establishment/review of service level standards.
4. Natural and Cultural Resource Management Costs Assessment – calculation of lifecycle costs of selected management tasks using data collected by staff and best practice models.
5. Key Facility Condition Assessment and a ten year Capital Improvement Plan (CIP) – development of CIP based on needs and contribution levels, includes new facilities as well as renovation/reuse.
6. Needs Assessment Final Report – compilation of findings and work products.

A request for proposals (RFP) was released in June 2013 for consultant services to conduct the Needs Assessment. Consultant proposals were received in July and the Selection Advisory Committee (SAC) and Technical Advisory Committee (TAC) evaluated the submitted proposals under the supervision of Park Authority and Fairfax County Department of Purchasing and Supply Management (DPSM) purchasing staff. The SAC identified a preferred consultant, PROS Consulting, LLC, and in February 2014 and the Board of Supervisors approved the contract award recommendation in the amount of \$292,170. This is the same lead consultant that provided support for the 2004 Needs Assessment. Staff anticipates DPSM will complete the contract actions and issue a notice to proceed by May 2014.

Staff has briefed individual members of the Board of Supervisors and the Planning Commission on the planned Needs Assessment process and continues to coordinate internally in preparation for the project kick off with the consultant. Staff anticipates posting general information about the study on the Parks web site in April 2014 and

Board Agenda Item
 April 23, 2014

having the first public open forum in June 2014. Staff will update the Park Authority Board on the progress of the Needs Assessment on regular basis beginning in June 2014 with an update on the process and progress to date. Board workshops will also be conducted to discuss recommendations for potential changes to adopted service level standards and the Park Authority’s ten year new facility contribution goals. A final report including a 10-year Capital Improvement Plan will be presented to the Park Authority Board at the conclusion of the Needs Assessment.

An approximate timeline for the project is included below:

	2014				2015			
	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall
<i>Contracting/Procurement</i>								
Public and Stakeholder Involvement								
Needs Survey								
Needs Analysis and Service Level Standards								
Natural and Cultural Resource Costs Assessment								
Facility Assessments and CIP Development								
Final Report								
Park Authority Board Approval								

FISCAL IMPACT:

Based on the consultant proposal funding in the amount of \$292,170 is necessary to award the contract for the Needs Assessment. Funding is currently available in the amount of \$300,000 in WBS PR-000005-33, FCPA Needs Assessment, Park and Building Renovation, in Fund 300-C30400, 2008 Park Bond Construction to award the contract.

ENCLOSED DOCUMENTS:

Attachment 1: Final Needs Assessment Consultant Scope by PROS Consulting, LLC

Board Agenda Item
April 23, 2014

STAFF:

Kirk Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

David Bowden, Director, Planning & Development Division

Cindy Walsh, Director, Resource Management Division

Todd Johnson, Director, Park Operations Division

Barbara Nugent, Director, Park Services Division

Judy Pedersen, Public Information Officer

Sue Schaben, Purchasing Manager, Purchasing Branch

Sandy Stallman, Manager, Park Planning Branch

Anna Bentley, Senior Park Planner, Park Planning Branch

This page intentionally left blank.

This page intentionally left blank.

INFORMATION

Installation of Emergency Generators and Telecommunication Equipment on Athletic Field Light Poles

The Federal Communications Commission (FCC) recently adopted rules to improve the reliability and resiliency of 911 communications networks nationwide by requiring that 911 service providers take “reasonable measures” to provide reliable service. In order to comply with the FCC ruling, telecommunication providers are now requesting the installation of backup generators within many of their facilities.

Park Authority staff has recently received requests for the installation of backup generators for the existing telecommunication facilities at Byron Avenue Park, Mason District Park, Cub Run Stream Valley Park, and South Run District Park based on the new FCC rules. Staff is currently reviewing requests for installation of new telecommunications facilities within Eakin Community Park, Greenbriar Park, Pleasant Valley Golf Club and Wakefield District Park all of which will contain backup generators in their respective equipment compounds. Fairfax County Public Schools (FCPS) and the county’s Facilities Management Department (FMD) staff are also currently receiving numerous requests to add backup generators at existing telecommunication facilities on school and county property respectively. Park Authority staff is also coordinating with Department of Planning and Zoning (DPZ) staff as they work with the Office of the County Attorney (OCA) to establish basic enforceable regulations addressing the noise related issues with the backup generators. Park Authority staff continues to work with staff from FCPS, FMD and DPZ to discuss telecommunication issues and to coordinate equipment regulations promoting consistency between agencies.

In an effort to limit impacts as a result of the backup generator installation on park property staff is discussing the following limitations whenever feasible with the telecommunication providers:

- No equipment compound shall contain more than one backup generator.
- A single backup generator shall be sized to accommodate all telecom equipment at the facility.
- Generators shall be used only during power outages and shall be exercised no more than once per week; the duration of which will be established after consultation with the telecom provider and the generator manufacturer.
- Telecommunications providers must demonstrate adherence to the county Noise Ordinance.

Board Agenda Item
April 23, 2014

- Staff will work with telecom providers to establish when the emergency generator will need to be enclosed in a sound-deadening structure.
- Natural gas (if available) will be requested as the fuel source.
- Ecologically friendly alternative fuels will be requested as they become commercially available at competitive prices, e.g., solar, fuel cells, biodiesel, etc.
- All generators shall be installed in compliance with Federal, State, and local ordinances.

The Park Authority Board approved revisions to the Park Authority Policy for the location of telecommunication facilities on park property, Section 105 Telecommunication Sites of the Park Authority Policy Manual, in June of 2013. The Policy provides that:

“Requests for telecommunication facilities that propose co-location on existing approved monopoles, existing electric transmission lines, or athletic field light pole replacements...may be approved by the Director of the Park Authority after consultation with the Board member in whose district the facility will be located.”

Staff has recently received several requests for the installation of telecommunication facilities to be installed by replacing existing light poles in parks with telecommunication structures that would support the lighting fixtures as well as the telecommunication apparatus. Staff is currently reviewing one request to locate a telecom facility in conjunction with an athletic field light pole at Greenbriar Park and a request to replace an existing parking lot light pole with telecommunications pole at Eakin Community Park. Staff is coordinating the review of these requests with the Board member in the respective district where these facilities are proposed to be located.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

None

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Cindy Messinger, Deputy Director/CFO

Cindy Walsh, Director, Resource Management Division

Board Agenda Item
April 23, 2014

Todd Johnson, Director, Park Operations Division
Barbara Nugent, Director, Park Services Division
David Bowden, Director, Planning and Development Division
Brian Williams, Project Coordinator, Land Acquisition and Management Branch

This page intentionally left blank.

Board Agenda Item
April 23, 2014

INFORMATION

Board of Supervisors/Park Authority Board Land Bank Agreement Update

The Board of Supervisors and the Park Authority Board entered into a Land Bank Agreement in November 2007. The purpose of the agreement is to establish a legal framework to account for the value of property transferred between the Board of Supervisors and the Park Authority Board. Under the agreement, the Board of Supervisors will receive a credit equal to the current tax-assessed value of certain property that the Board of Supervisors conveys to the Park Authority if the conveyance from the Board of Supervisors is made “*without receiving any substantial consideration*” from the Park Authority Board. The Agreement was amended to cover additional land uses in March 2012.

The credit is then to be used, if the Park Authority agrees, as consideration for any future conveyance of real property from the Park Authority Board to the Board of Supervisors. The credit balance in the Land Bank is adjusted annually on the first of March by the Fairfax County Facilities Management Department on behalf of the Board of Supervisors to reflect the current tax-assessed value of the properties in the Land Bank, and a written notification of the adjustment is provided to the Park Authority Board.

The credit balance is regulated by the following:

- The Board of Supervisors does not receive a credit in the Land Bank for property that was obtained by proffer, special exception, subdivision or site plan, for parks, recreation, or open space and is restricted by deed to parks, recreation, or open space uses.
- The Park Authority does not receive a credit in the Land Bank for property conveyed to the Board of Supervisors for Public Improvement Projects. Conveyances include dedications, easements, or rights-of-way that will benefit citizens of Fairfax County and the users of parklands located in Fairfax County and are funded by monies controlled or authorized by the Board of Supervisors.

When the Land Bank was created in 2007, the initial credit balance was \$2,297,000. The credit balance grew incrementally until 2011 when the Board of Supervisors authorized the transfer of 25 properties to the Park Authority and the credit balance was adjusted to \$26,176,490. Declining assessments reduced the balance to \$26,088,490, in 2012; however, the balance grew in 2013 to \$27,484,820 with the conveyance of two

Board Agenda Item
April 23, 2014

properties adjacent to McLean Central Park and Lincoln Lewis Vannoy. The balance has grown to \$32,828,200 in 2014 with the addition of the property values for Stringfellow Park and Willow Pond Park along with land value adjustments based on the 2014 assessed values of all the transferred parcels in the Land Bank.

ENCLOSED DOCUMENTS:

Attachment 1: March 1, 2014, adjustment to the Land Bank credit balance (draft).

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Cindy Messinger, Deputy Director/CFO

David Bowden, Director, Planning and Development Division

Brian Williams, Project Coordinator, Land Acquisition and Management Branch

John Lehman, Manager, Project Management Branch

Tim Scott, Manager, Manager, Site Project Management Branch

Sandra Stallman, Manager, Park Planning Branch

Monika Szczepaniec, Manager, Building Project Management Branch

2014 ASSESSED VALUES OF LAND BANK PARCELS

EXISTING PARCELS

Tax Map Number	Description	Acreage	2011	2012	2013	2014
			Assessment Values	Assessment Values	Assessment Values	Assessment Values
10-2 ((1)) parcel 1	Sugarland	1.1317	\$ 25,000	\$ 25,000	\$ 26,000	\$ 26,000
11-4 ((1)) parcel 5	Baron Cameron	60.0000	\$ 9,349,690	\$ 9,349,690	\$ 9,629,860	\$ 9,918,980
20-1 ((1)) parcel 16A	Greenway	10.4630	1,644,000	1,578,000	1,657,000	1,723,000
20-1 ((10)) parcel B	Greenway	3.4065	719,000	690,000	725,000	754,000
29-2 ((1)) parcel 1D	Spring Hill	24.3911	5,218,000	5,218,000	4,957,000	5,453,000
29-2 ((1)) parcel 12	Odericks	1.0260	615,000	615,000	651,000	703,000
40-1 ((16)) parcel 217F	Pimmit Hills	0.2984	6,000	6,000	6,000	6,000
50-2 ((10))(F) parcels 1-23	Falls Church Manor	1.1478	517,000	517,000	517,000	543,000
50-2 ((10))(G) parcels 1-36	Falls Church Manor	1.6988	904,000	904,000	904,000	949,000
50-2 ((10))(H) parcels 1-14	Falls Church Manor	0.8035	388,000	388,000	388,000	407,000
50-2 ((10))(I) parcels 1-29	Falls Church Manor	1.5840	775,000	775,000	775,000	814,000
66-2 ((1)) parcel 4D	Lincoln Lewis Vannoy	31.9724	1,113,800	1,113,800	1,147,210	1,204,220
69-3 ((6)) parcel P	Lake Braddock	13.0848	1,370,000	1,370,000	1,370,000	1,370,000
79-3 ((1)) parcel 5	Fairfax Park	6.5000	1,010,000	1,010,000	1,010,000	1,061,000
79-3 ((17)) parcel A	Fairfax Park	6.5000	566,000	566,000	566,000	594,000
77-4 ((9)) parcel 1	Poburn Woods	0.4821	297,000	297,000	297,000	297,000
83-3 ((14))(23) parcel A	Belle Haven	0.4257	9,000	9,000	9,000	9,000
91-4 ((1)) parcel 30A	Hayfield	48.1698	1,049,000	1,059,000	1,091,000	1,124,000
91-4 ((1)) parcel 30B	Hayfield	5.0300	110,000	111,000	114,000	117,000
100-2 ((2)) parcel D2	Hayfield Farm	2.2803	50,000	50,000	53,000	53,000
100-2 ((2)) parcel G	Hayfield Farm	13.7012	298,000	295,000	310,000	310,000
100-2 ((2)) parcel G1	Hayfield Farm	0.4529	10,000	10,000	11,000	11,000
100-2 ((2)) parcel K	Hayfield Farm	6.1197	133,000	132,000	139,000	139,000
Subtotals		240.6697	\$ 26,176,490	\$ 26,088,490	\$ 26,353,070	\$ 27,586,200

NEW PARCELS

Tax Map Number	Description	Acreage	2011	2012	2013	2014
			Assessment Values	Assessment Values	Assessment Values	Assessment Values
30-2 ((1)) parcel 11	McLean Central	0.2250			\$ 569,750	\$ 556,000
30-2 ((1)) parcel 12	McLean Central	0.1261			314,000	327,000

EXISTING PARCELS

Tax Map Number	Description	Acreage	2011 Assessment Values	2012 Assessment Values	2013 Assessment Values	2014 Assessment Values
66-2 ((1)) parcel 4B2	Lincoln Lewis Vannoy	9.5201			248,000	260,000
55-3 ((1)) parcel 26A	Stringfellow	9.6471				1,447,000
55-3 ((1)) parcel 26C	Stringfellow	17.6789				2,652,000
Subtotals		37.1972			\$ 1,131,750	\$ 5,242,000
TOTAL		277.8669	\$ 26,176,490	\$ 26,088,490	\$ 27,484,820	\$ 32,828,200

Board Agenda Item
April 23, 2014

INFORMATION

Braddock Park Mini Golf Update (Springfield District)

The Fairfax County Park Authority (FCPA) has four miniature golf courses at staffed sites and a fifth course at Braddock Park, which is a non-staffed park. The fifth miniature golf course, "*Islands in the Park*," was operated by an outside company from 2000 to December 2013. In late 2013 the contract with the vendor operating the mini-golf at Braddock Park was terminated and the facility was closed. The mini-golf area comprises approximately one acre near Braddock Road (Attachment 1).

A staff team evaluated the infrastructure needs, operational requirements, and cost benefit analysis in order to make an informed recommendation on the future of the mini-golf at Braddock Park (Attachment 2). The assessment of the facility indicated that extensive repairs are needed to make the course operational and that the facility has ADA compliance deficiencies. The assessment and recommendations were shared with the Springfield District Supervisor and Park Authority Board member.

A staff team has been assembled to explore alternatives for reopening or repurposing the facility. To gauge interest of possible vendors to repair, reestablish and operate the mini-golf facility, a Request for Interest will be developed and distributed under the auspices of the Department of Purchasing and Supply Management. In addition, a community meeting will be held in late spring to inform the community of the alternatives examined and gain public input on reuse preferences.

ENCLOSED DOCUMENT:

Attachment 1: Braddock Park Mini Golf Area Aerial Map

Attachment 2: Braddock Park Mini Golf Review

Attachment 3: Braddock Park Master Plan

STAFF:

Kirk W. Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

David Bowden, Director, Planning & Development Division

Todd Johnson, Director, Park Operations Division

Barbara Nugent, Director, Park Services Division

Judy Pedersen, Public Information Officer

Sue Schaben, Purchasing Manager, Purchasing Branch

Board Agenda Item
April 23, 2014

Sandy Stallman, Manager, Park Planning Branch
Jay Rauschenbach, Park Planner, Park Planning Branch

BRADDOCK PARK MINI-GOLF COURSE

BRADDOCK ROAD

~ 1 ACRE

N

0 50 100 200 Feet



This page intentionally left blank.

Braddock Park Miniature Golf Review
By: The FCPA Amusements Team
January 2014

Background

The Fairfax County Park Authority (FCPA) has four miniature golf courses at staffed sites and a fifth course at Braddock Park, which is a non-staffed park. The fifth miniature golf course, "*Islands in the Park*," was operated by an outside company from 2000 to December 2013. In late 2013 the contract with the vendor operating the mini-golf at Braddock Park was terminated. The FCPA Amusements Team was tasked with evaluating the infrastructure needs, operational requirements, and cost benefit analysis in order to make an informed recommendation on the future of the mini-golf at Braddock Park.

Current Conditions/Infrastructure Needs

On December 5, 2013 an assessment of repairs needed at the Braddock Road Miniature Golf facility for full operation was made by the FCPA American's with Disabilities Act (ADA) coordinator, Park Management branch manager, Centralized Grounds branch manager, and a contracted asphalt vendor. The assessment included a review of ADA compliance issues and other operational repairs required prior to the FCPA operating the facility. The Planning and Development Branch reviewed the report and provided a tentative timeline based on the assessment. A concept plan and design work are necessary to know obtain actual cost for the work required to meet the ADA standards and to address the infrastructure needs.

Per the conditions of the previous vendors' lease they were provided the opportunity to remove any of the features installed at the mini-golf course prior to vacating the property. The previous vendor removed essential infrastructure required to operate the mini golf course including but not limited to electrical control panels and wiring, plumbing, water features, and lighting fixtures. Additionally, the previous vendor neglected on-going maintenance needs at the facility evidenced by damage to course carpeting and issues with the site's landscaping. (Attachment 1 - pictures).

The following are minimal recommendations and estimated costs required for the site to be considered operational.

1. To ensure the Park Authority complies with the ADA to support its vision of providing total accessibility to all users, there are numerous existing infractions that must be corrected prior to opening the facility including the following tasks:
 - 1) Redesign accessible route into the facility
 - 2) Retrofit holes 1,4,6, 7, and the practice hole

- 3) Retrofit the back nine holes (currently two sets of steps are required to access the holes)
- 4) Replace all benches (4)
- 5) Install a bridge after the ninth hole for an accessible route back to the clubhouse
- 6) Retrofit holes to meet 32" opening and 1" maximum high threshold
- 7) Retrofit holes at the start of play to meet standards
- 8) Retrofit parking and route to building

Total ADA Estimate \$530,000

2. Other site maintenance needs include:

- 1) Check, repair and install new fixtures on light poles.
 - a. If lighting is not needed, then all of the poles would need to be removed and areas where the poles were located restored.
- 2) Replace carpet on course and practice area
- 3) Replace cup plugs
- 4) Secure and/or replace bricks bordering the holes
- 5) Weed, weck mulch, trim and replace landscaping as needed.
- 6) Repair water features, replace pumps and associated control devices
- 7) Evaluate and repair irrigation system
- 8) Replace irrigation controller
- 9) Install six foot fencing for site security
- 10) Repairs and paint the building flooring, shelving, and counters
- 11) Install an alarm system

Total Site Maintenance Estimate \$162,000

Operations Review

Park Authority staff conducted an operational review of the mini-golf facility. During the assessment process they considered current conditions, operational costs, revenue potential, potential customer base, staffing model, maintenance requirements, and marketing needs. They arrived at the following conclusions:

1. This mini-golf is unique and different from the other mini-golf operations that the Park Authority operates because it is a stand-alone facility in an unstaffed park.
2. Dedicated seasonal staff will need to be dedicated to the park unlike other parks where staff perform multiple duties while managing the mini-golf course.
3. A significant investment is required to make the course ADA compliant and to address the infrastructure needs outlined above.
4. Significant start-up costs are required to make the course operational including but not limited to signage, a parknet station for connection to the county network, putters, balls, score cards, pencils, promotional materials and porta johns at an estimated cost of \$12,000.

5. A tent or picnic shelter may compliment the mini-golf course and provide an opportunity for additional revenue potential. Funding and accessibility are required for the additional feature.

Cost Analysis

The staff performed a cost benefit analysis based on the model set forward in the Park Authority's Financial Sustainability plan for both an FCPA and vendor operated facility based on the average revenue figures provided by the previous Braddock Park mini-golf vendor for 2009-2012.

Expenses are based on an average of the Jefferson mini-golf course expenses for 2009-2012, the most comparable course in the Park Authority system. As stated above Braddock Park is unique since it will require two dedicated staff on-site during operational hours. Having a two staff model on site will ensure security and quality customer service.

The capital renewal is part of the overall ownership of the mini-golf course, planning for capital renewal is taken into account. Each capital asset is analyzed for life expectancy and renewal costs. To estimate the annual cost of renewal for the Mini Golf at Braddock Park staff utilized a 30 year life expectancy and an estimated \$1 million renewal cost. Included in the annual renewal costs are supporting infrastructure, such as walkways and parking lots.

	Contractor Operated	FCPA Operated
REVENUE	\$5,082	\$95,925
STAFF COSTS - Maintenance		\$19,546
STAFF COSTS - Operating		\$43,153
SUPPLY COSTS		\$6,844
ANNUAL EXPENSES		\$69,543
CAPITAL RENEWAL	\$33,333	\$33,333
NET REVENUE	(\$28,251)	(\$6,951)

Staff Recommendation

The Park Authority has a backlog of over \$12 million in deferred major maintenance projects in the parks. Based on the significant funding required to invest in the Braddock Park mini-golf the Park Authority Amusements Team is recommending a survey of the community through the master planning process be conducted in order to determine the most desired features for the park before significant investment is made. A community meeting will be scheduled in March 2014.

If the community indicates mini-golf course is the preferred feature for the park staff anticipate 12-18 months from the time funding is identified to redesign and reconstruct the course. If during the development of the initial concept plan staff determine in order to meet ADA it is more advantageous to demolish the existing course and start from scratch the estimated development is 24 months. Once the community has an opportunity to provide input then the Park Authority Board can make an informed decision as to the future of this facility.

Additional Options

1. Identify funding to make the necessary repairs to open for the summer 2014, identify funding to start the redesign process and include the rebuild as an ADA self-assessment project and work the schedule as funding becomes available. Given the recent County settlement with the Department of Justice (DOJ) related to compliance with ADA regulations this option is not advisable.
 - a. Complete repairs for as is operation and open Memorial Day Weekend. Evaluate use before Schools break for summer and season through Labor Day. If use is minimal for the entire season and not financially sustainable close for good after season. If use is minimal before Schools out and financials are marginal open next year after schools break for summer through Labor Day. If in second summer of operation financials don't improve or continue to get worse close for good after two seasons.
2. Enhance the Braddock Park facilities already available to better serve the community. Some of these options include a picnic shelter for large gatherings and sports tournaments or a skate park to serve the youth in the surrounding community, currently the closest skate parks are at Lake Fairfax or Wakefield Parks.
3. Develop Request for Proposal (RFP) and contract the operations of the mini-golf operations to a private vendor. The ADA and infrastructure would be the responsibility of the vendor.

ATTACHMENT 1

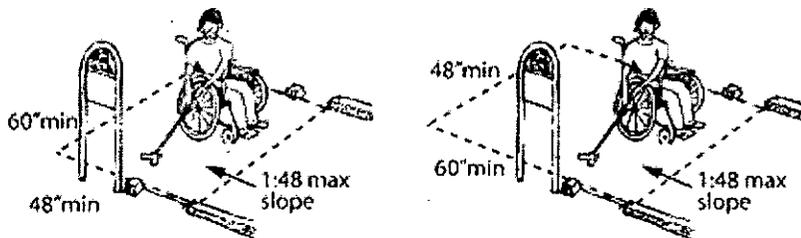
Braddock Road Miniature Golf Assessment

On December 5th 2013 an assessment of repairs needed at the Braddock Road Miniature Golf facility for full operation was made by Gary Logue, Dan Sutherland, Alan Crofford, George Rogers (Southern Asphalt). The assessment included a review of ADA compliance issues and other operational repairs required prior to the FCPA operating the facility. The following are minimal recommendations and estimated costs for the site to be considered operational.

1. **ADA RED estimate \$530,000:** There are numerous infractions that must be corrected prior to opening the facility. The recommendation of our team is to have Planning and Development hire a consultant assess the feasibility of redesign of a number of the holes or propose replacing the course if it is not cost effective to retrofit the existing course.

ADA Course Deficiencies:

- 1) Accessible route into the facility is not compliant with standards (needs to be redesigned)
- 2) Holes 1,4,6, 7, and the practice hole will need to be retrofitted (redesigned) to comply with standards
- 3) Back nine holes have multiple issues, including two sets of steps, which render any possibility of full accessibility moot
- 4) All benches must be replaced to comply with accessibility standards (4)
- 5) No accessible route exists to return to the clubhouse after nine holes. This deficiency will require a bridge to exit after ninth hole
- 6) All accessible holes will require a 32" opening, 1" maximum high threshold for exiting purposes
- 7) All accessible holes will require retrofitting of the start of play to meet the following standards



- 8) Accessible parking and route to building are not compliant with standards. The cost estimate is \$30,000

Note: Nine consecutive holes minimum required to be compliant with ADA standards

2. Other Maintenance site issues, estimate \$162,500:

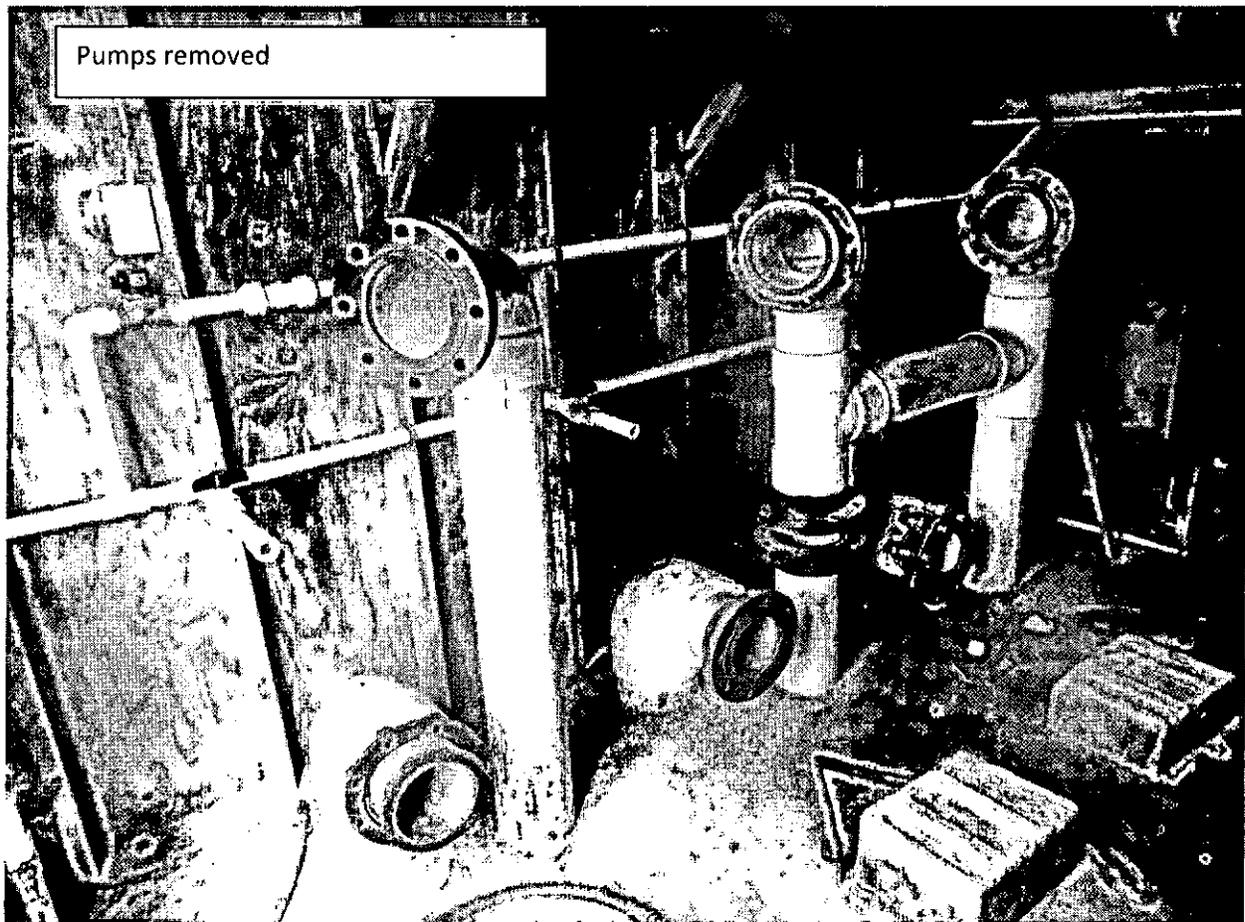
- 1) Checking the integrity of the wiring for the light poles, repairing wiring, and installing a new service as needed. Installing fixtures for the light poles if lighting is identified as being needed is estimated at \$30,000
- 2) If lighting is not required, then all of the poles would need to be removed and areas where the poles were located restored. Cost estimate is \$10,000
- 3) All of the carpet needs to be replaced to include the practice area. The cost estimate is \$30,000

ATTACHMENT 1

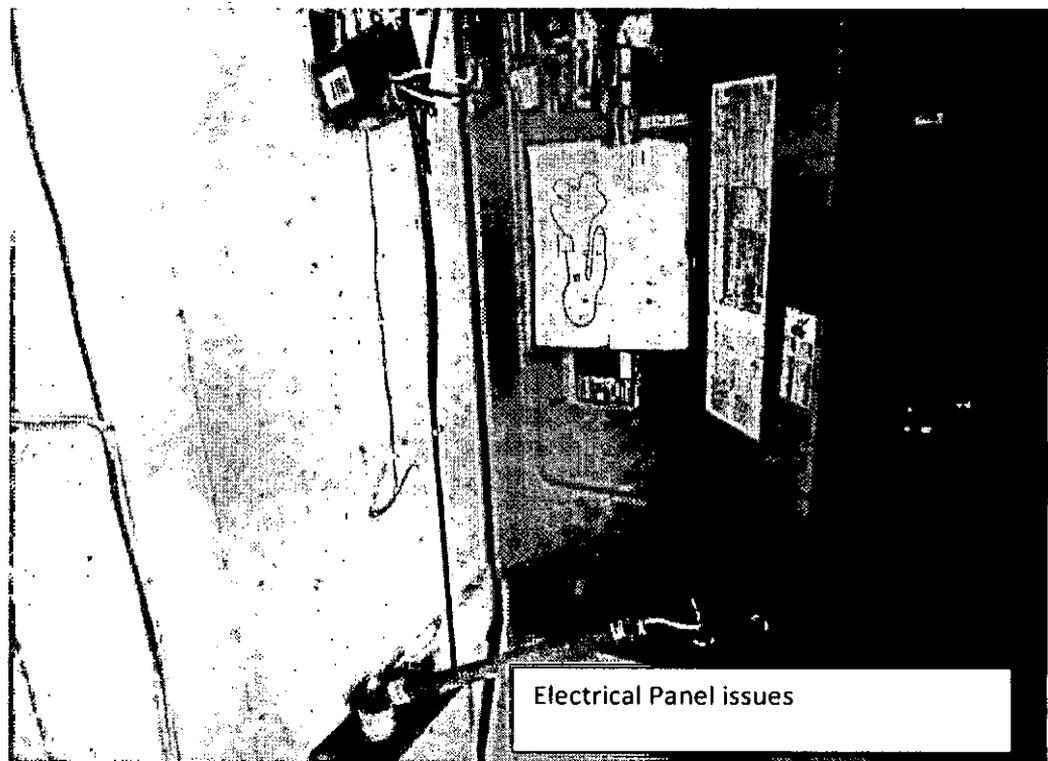
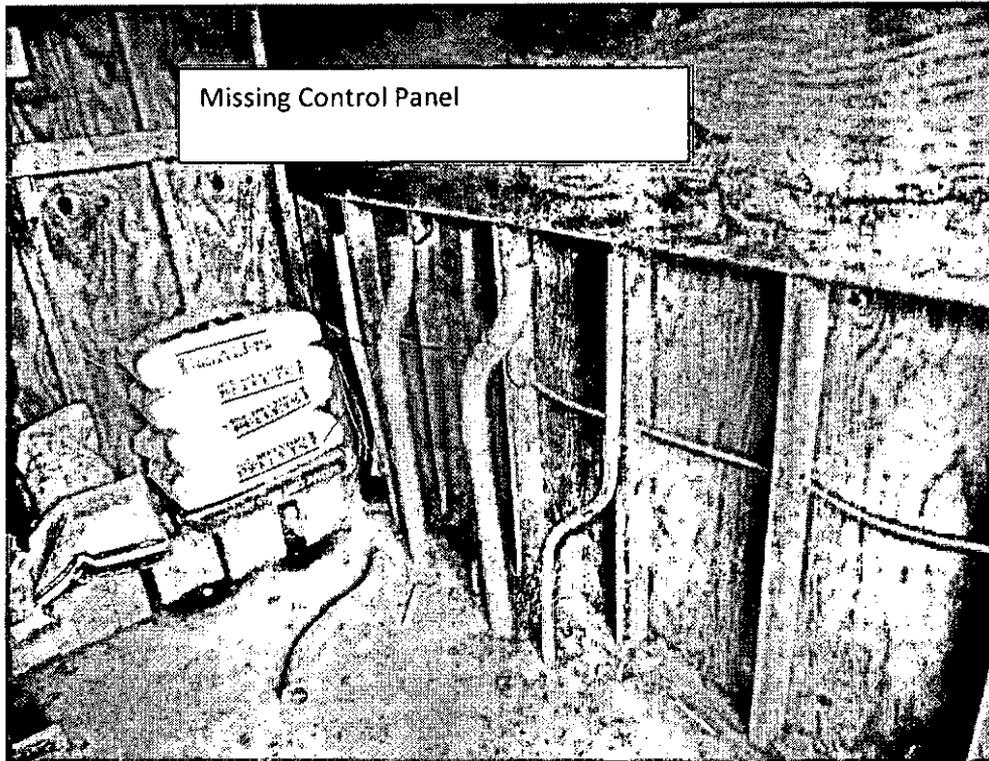
Braddock Road Miniature Golf Assessment

- 4) Cup plugs will need to be made or purchased for where there are holes with multiple cups at an estimated cost of \$5,000
- 5) All of the bricks bordering the holes need to be secured and replaced as needed. The estimate is \$10,000
- 6) All of the landscaped areas need to be weeded and mulched. Dead and undesirable plants will be removed, and remaining plants trimmed at a cost estimate of \$10,000
- 7) Determine whether or not to restore the water features for the course, and if it is desirable to restore them, then repairs will be needed to include purchasing three pumps and all associated control devices at a cost of approximately \$25,000
- 8) If the water features are not desired, then alterations will be needed to ensure that water does not collect and stagnate anywhere within the facility. Estimated costs are \$10,000
- 9) Will the landscaping be irrigated? If so, the irrigation system will need to be evaluated and repaired, to include purchasing a new controller at an estimated cost of \$10,000
- 10) Taller fencing (six-foot) should be installed to better secure the facility if it will continue to be operated. The estimated cost is \$10,000
- 11) The buildings will need to be repaired and painted. The main building will need new flooring, shelving, and counters at an estimated cost of \$5,000
- 12) If an alarm system is required the estimated costs would be \$7,500

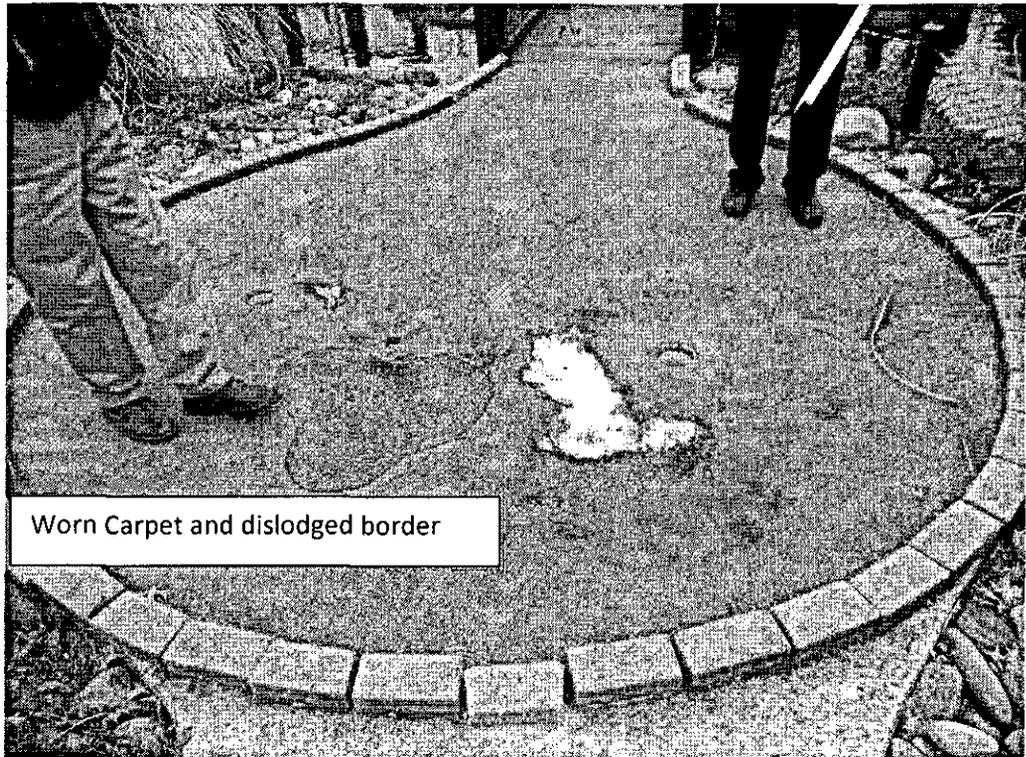
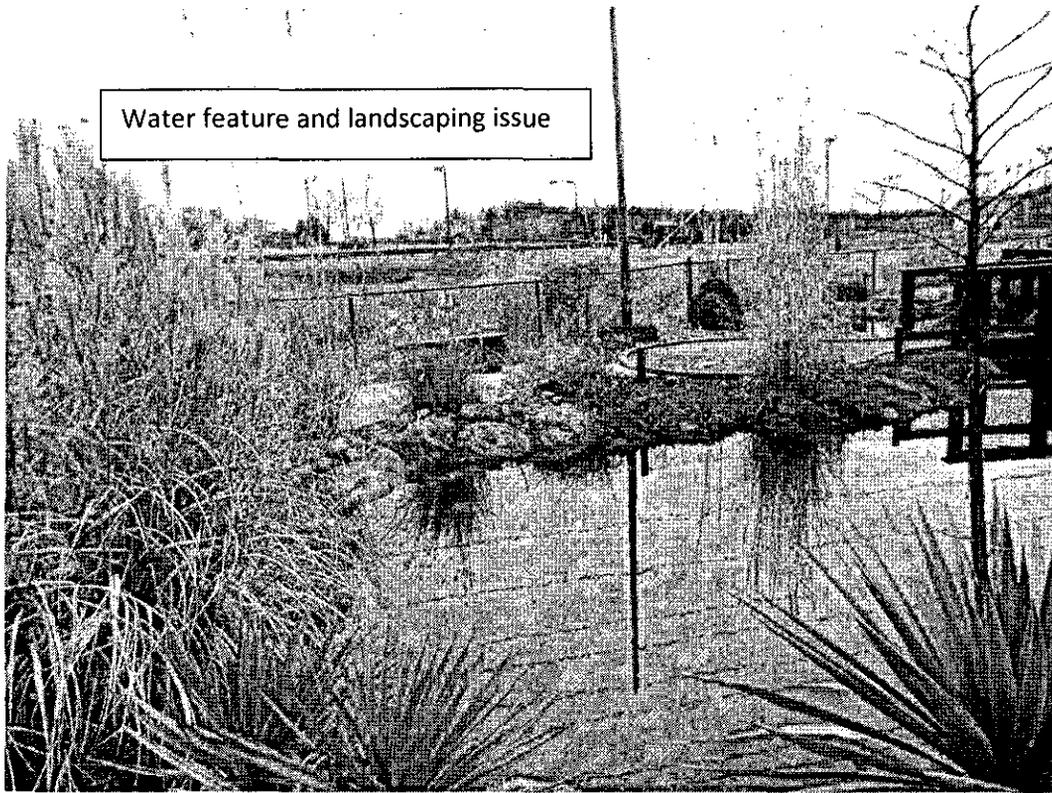
The following are pictures of current condition of the miniature golf site:



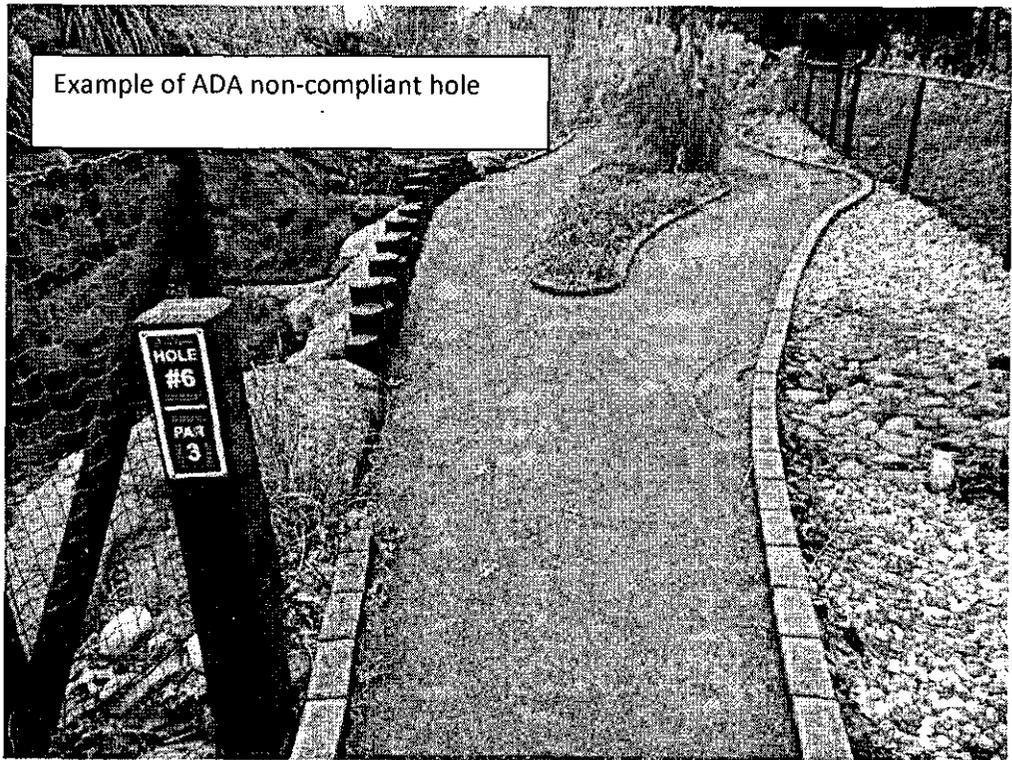
ATTACHMENT 1
Braddock Road Miniature Golf Assessment



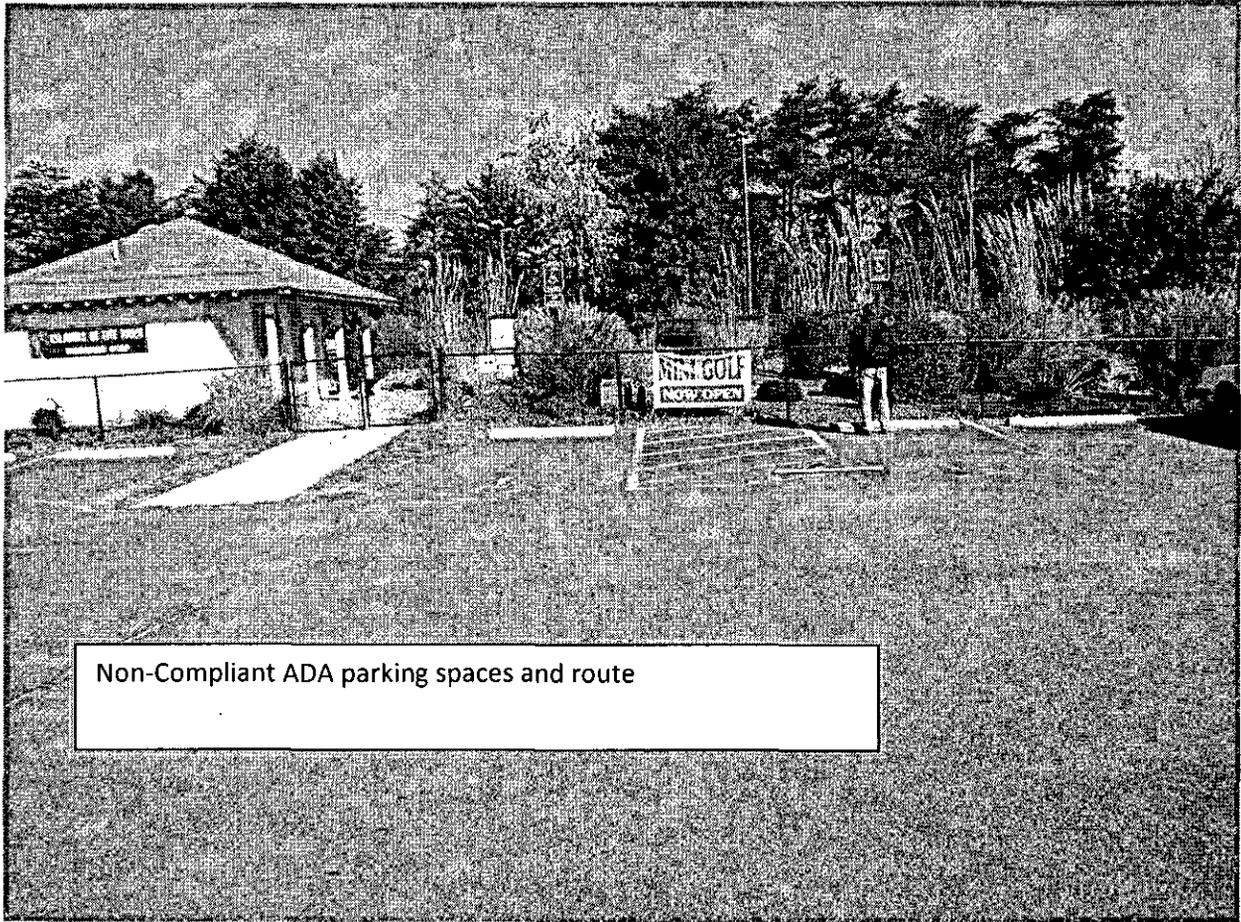
ATTACHMENT 1
Bradlock Road Miniature Golf Assessment

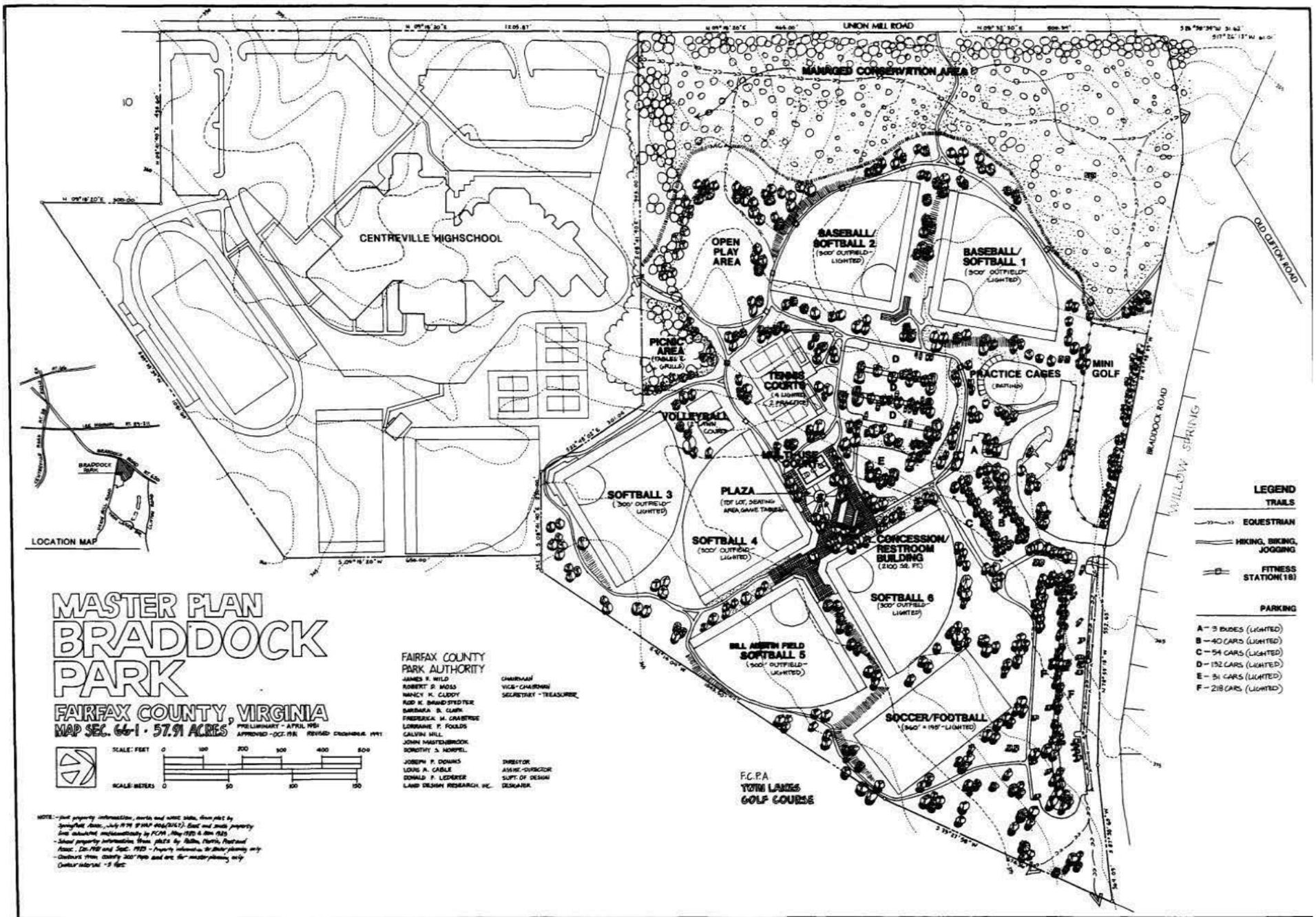


ATTACHMENT 1
Braddock Road Miniature Golf Assessment



ATTACHMENT 1
Braddock Road Miniature Golf Assessment





MASTER PLAN BRADDOCK PARK

FAIRFAX COUNTY, VIRGINIA
MAP SEC. 66-1 - 57.91 ACRES

**FAIRFAX COUNTY
PARK AUTHORITY**
 CHAIRMAN
 JAMES R. WILD
 VICE-CHAIRMAN
 ROBERT R. MOSS
 SECRETARY - TREASURER
 WANDA K. CUSPY
 AUD. K. BRAND-SPREITER
 BARBARA B. CLARK
 FREDERICK M. GRABENGE
 LORRAINE F. FOLGER
 GAILYN HILL
 JOHN MASTENBROOK
 SOROTHY S. HORNEL
 JOSEPH P. DONOHUE
 LOUIS A. CABLE
 DONALD F. LEPPER
 LAND DESIGN RESEARCH, INC.
 DIRECTOR
 ANNE OVERCROW
 SUPT. OF DESIGN
 DENMARK



NOTE: - Land property information, areas and acreage data, from plots by Springfield Associates, July 1978 (SP-104-000-010). East and south property lines established independently by FCM, May 1978 & Nov. 1978.
 - School property information from plots by Rahn, Parks, Pastoral Assoc., Dec. 1978 and Sept. 1979. - Property information in other planning only.
 - Distances from county 300' lines and are for master planning only.
 - Contour interval - 5 feet.

- LEGEND**
- TRAILS
 - EQUESTRIAN
 - HIKING, BIKING, JOGGING
 - FITNESS STATION (18)
 - PARKING
 - A - 3 BUSES (LIGHTED)
 - B - 40 CARS (LIGHTED)
 - C - 54 CARS (LIGHTED)
 - D - 152 CARS (LIGHTED)
 - E - 34 CARS (LIGHTED)
 - F - 218 CARS (LIGHTED)

This page intentionally left blank.

Committee Agenda Item
April 9, 2014

INFORMATION

Monthly Contract Activity Report

The Monthly Contract Activity Report lists all contract activities in support of the Capital Improvement Program (CIP) authorized during the month of March 2014 in value over \$100,000. The report lists professional services and construction activities to include awards made via competitive bidding as well as awards made through the use of open-ended contracts. An activity is reported when procurement begins and listed on the report until a Notice to Proceed (NTP) is issued.

ENCLOSED DOCUMENTS:

Attachment 1: Monthly Contract Activity Report

STAFF:

Kirk W. Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

David Bowden, Director, Planning and Development Division

John Lehman, Manager, Project Management Branch

Tim Scott, Project Coordinator, Project Management Branch

Brian Williams, Project Coordinator, Land Acquisition and Management Branch

Monika Szczepaniec, Project Coordinator, Project Management Branch

Janet Burns, Fiscal Administrator

Michael P. Baird, Manager, Capital and Fiscal Services

This page intentionally left blank.

Construction Services:								
Project Name	Company Name	Contract Award	Total Construction	Type of Contract	Funding Source	Scope of Work	NTP	Comments
Huntley Meadows Wetland Restoration	Southern Asphalt Paving Co. Inc.	\$101,000		Purchase Order	WBS/PR/000 012-001 Fund 300-C30400	Repave Hike/Bike Trail at South Kings Highway Entrance	03/19/2014	
Audrey Moore RECenter – Natatorium West Wall Repair	HITT Contracting, Inc.	\$899,379	\$1,127,000	Purchase Order	WBS/PR/000 005-030 Fund 300-C30400	Reconstruct the west wall of the natatorium at Audrey Moore RECenter		
Lake Accotink Park Core Area Restroom / Picnic Shelter – ADA Compliance	HITT Contracting, Inc.	\$267,481.00		Purchase Order	WBS/PR/000 083-017 Fund 300-C30010	ADA building renovation for restrooms / picnic shelter at Lake Accotink Park		
Stratton Woods Racquetball/Han dball Courts				Contract (CP)	WBS/PR/000 051-001 Fund 800-C80300	Construct new racquetball/ handball courts		Evaluating bid results.

Professional Services:					
Project Name	Firm Name	Amount	Funding Source	Scope of Services	NTP
ADA Compliance Parks-Variou RECenters	Shaffer, Wilson, Sarver & Gray, PC		WBS/PR-000083-006,010,011,023, Fund 300-C30010	Architectural, Engineering and Construction Administration Services to design ADA improvements to comply with DOJ report	
Mt Vernon RECenter Building Evaluation and Feasibility Study	Hughes Group Architects		WBS/PR 000005-032 Fund 300-C30400	Architectural and Engineering to review and evaluate the existing RECenter building and site. Provide a limited feasibility study to evaluate further improvement to the building.	
Countywide Parks Needs Assessment Study	PROS Consulting	\$292,170	WBS/PR-000005, Fund 300-C30400 (Fund 370)	Professional consulting services to assist in determining countywide park and recreation needs and how best to meet those needs through service level standards, contribution levels and development of a ten-year capital improvement plan	

This page intentionally left blank.