



# FAIRFAX COUNTY PARK AUTHORITY

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## M E M O R A N D U M

**TO:** Chairman and Members  
Park Authority Board

**VIA:** Kirk W. Kincannon, Executive Director

**FROM:** Dan Sutherland  
Park Operations Division

**DATE:** November 7, 2019

### *Agenda*

**Park Operations Committee  
(Committee of the Whole)  
Wednesday, November 13, 2019 – 5 p.m.  
Boardroom – Herrity Building  
Chairman: Linwood Gorham  
Vice Chair: Michael Thompson**

1. Hoes Road Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Springfield South County Youth Club – Action\*

\*Enclosures



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

Board Agenda Item  
November 13, 2019

## **ACTION**

### Hooes Road Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Springfield South County Youth Club (Lee District)

#### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Springfield South County Youth Club in the amount of \$20,000 to help fund the installation of athletic field lighting at Hooes Road Park rectangular field #3.

#### RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Springfield South County Youth Club in the amount of \$20,000 to help fund the installation of athletic field lighting at Hooes Road Park rectangular field #3.

#### TIMING:

Board action is requested on November 13, 2019, in order to award the grant.

#### BACKGROUND:

In September 1994, the Board approved the master plan revision of Hooes Road Park which included lighting for the athletic fields. Springfield South County Youth Club (SSCYC) is requesting to install lights on field 3 at Hooes Road Park (Attachment 1). This will add hundreds of hours of vital practice and game space for teams that currently cannot practice due to loss of daylight. The lighting will be installed to current Park Authority standards. A 9:30 p.m. lighting curfew will be instituted based on community input.

SSCYC is requesting \$20,000 from the Mastenbrook Volunteer Matching Fund Grants Program to help fund the completion of the project (Attachment 2). If approved, the Grant of \$20,000, along with a \$380,000 contribution of cash from SSCYC, will provide the funds sufficient to complete the project. The total project budget is \$400,000.

SYCCC 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 Hooes Road Park as well as many other park and school athletic fields.

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The Park Authority Board Member for the Lee District supports approval of the Grant request. Staff from the Planning and Development Division will manage the project, which is scheduled to be completed by Spring of 2020. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$400,000. Funds are currently available in the amount of \$20,000 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30040, Park Bond Construction Fund; and \$380,000 from SSCYC; resulting in the total available funding of \$400,000. The lighting system will increase our expenses by approximately \$2,500 annually for labor, utilities, and repairs. Operational expenses will be managed with existing resources.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$86,983.93.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Hooes Road Park  
Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –  
Springfield South County Youth Club

STAFF:

Kirk W. Kincannon, Executive Director  
Sara Baldwin, Deputy Director/COO  
Aimee L. Vosper, Deputy Director/CBD  
David Bowden, Director, Planning and Development Division  
Paul Shirey, Manager, Project Management Branch  
Dan Sutherland, Manager, Park Management Branch, Park Operations Division  
Michael P. Baird, Manager, Capital and Fiscal Services



Hooes Road Park

1

Project Area

3

2

4



**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: ***Springfield South County Youth Club***

Contact Person: ***Jay Rouse***

Mailing Address: ***7858 Vervain Court, Springfield, VA 22152***

Phone: ***(703)-568-1728***

Email: ***jay.f.rouse@gmail.com***

2. Project Title ***Hooes Road Park Field #3 Lighting***

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.

Amount: ***\$20,000***

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.

***SYC proposes to fund the construction of athletic field lighting at Hooes Road Park Field 3 pursuant to Musco's proposal. The total project cost is estimated to be \$400,000. SYC's share of this construction project shall be \$380,000. The Mastenbrook Grant request is for \$20,000.***

***SYC shall send a check for \$380,000 for the entire SYC amount of the project within one week of FCPA Park Board approval of the Mastenbrook Grant. If the Mastenbrook Grant is approved in May 2019 and payment is received from SYC, then FCPA will contract with MUSCO with the goal of installing the***

***lighting between June 17, 2019 and September 2, 2019 weather permitting and subject to fabrication of all lighting. Given the tight schedule at this point, if the Mastenbrook approval is delayed, or fabrication takes longer than the summer construction season would allow for, or bad weather is an issue, then the lighting will be installed after the Fall 2019 athletic season with completion prior to March 2020. Upon substantial completion of the lighting installations, FCPA will maintain the facilities. Upon final completion of the construction, based on the final MUSCO price and contingency, any unused construction budget funds shall be refunded to SYC independent of the Grant amount.***

## 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.

***Springfield South County Youth Club (SYC) serves approximately 5,000 families in the greater Springfield Area. This project is important for several reasons:***

- a. It begins to realize the original park plan for Hoes Road Park from 1974, which called for three lighted fields. This is a first step in lighting those fields.***
- b. The county is woefully short on lighted fields and lighting this field would provide hundreds of hours of vital practice and game space, especially during fall and spring. Currently we are only able to execute one practice slot in the fall and early spring at HRP.***
- c. Lighting the field will provide a missing service - providing an option for many teams that cannot practice due to loss of daylight. This will also reduce overcrowding on other lighted fields. SYC traditionally puts 4-6 teams on a lighted field.***
- d. Intended users will primarily be SYC sports teams, particularly soccer and Lacrosse, but SYC's vision for HRP is as club-centric facility that serves all outdoor sports.***

## 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.

***SYC has fully adopted Hoes Road Park and Loisdale Park as well as been a friend of the field for Key Middle School and West Springfield ES.***

***SYC has extensive experience supporting construction projects for recreational facilities. SYC funded construction and conversion of HRP's three rectangle fields to Bermuda and creation of an open play area as well. SYC funded construction and conversion of two fields at Key MS and one field at West Springfield ES.***

***SYC is funding the County to execute the Project Management function.***





# PLANNING AND DEVELOPMENT DIVISION

## Pre-Scope Estimate

PROJECT:

Hooes Road Park - Field #3 - Lighting Installation

Cost Areas	Pre Scope	Comment
<b>1 - Professional Services</b>	<b>\$15,000.00</b>	
Architecture/ Engineering	\$15,000.00	
Civil / Landscape Architecture		
Environmental		
Geotechnical Engineer		
Construction Administration		
<b>2 - Permits</b>	<b>\$2,000.00</b>	
Site Permits	\$2,000.00	
Building Permits		
<b>3 - Construction</b>	<b>\$295,000.00</b>	
Site Work	\$295,000.00	
Buildings		
Contamination		
Miscellaneous		
<b>4 - Utilities</b>	<b>\$18,000.00</b>	
Telephone / Cable		
Water		
Gas		
Sewer		
Electricity	\$18,000.00	
<b>5 - Inspections &amp; Testing</b>	<b>\$10,000.00</b>	
<b>6 - Contingency</b>	<b>\$29,500.00</b>	
<b>7 - Administration</b>	<b>\$30,500.00</b>	
Design WPFO		
Construction WPFO	\$30,500.00	
<b>8 - Fixtures, Furniture &amp; Equipment</b>		
Site Amenities		
Miscellaneous		
<b>9 - Mitigation</b>		
Mitigation		

**PROJECT TOTAL**

**\$400,000**