



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: Kim Eckert, Division Director
Park Operations Division

DATE: June 23, 2023

Agenda

**Park Operations Committee
(Committee of the Whole)
Wednesday, June 28, 2023 – 6:40 pm
Board Room, Herrity Building
Chairman: Linwood Gorham
Vice Chair: Mike Thompson**

1. Linway Terrace Park – Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Little League (with presentation) – Action*
2. Frying Pan Farm Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Friends of Frying Pan Farm Park (with presentation) – Action*

*Enclosures



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

Board Agenda Item
June 28, 2023

ACTION

Linway Terrace Park – Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Little League (Dranesville District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant request from the McLean Little League in the amount of \$20,000 to help fund a project to convert the existing grass diamond field to synthetic turf at Linway Terrace Park.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant request from the McLean Little League in the amount of \$20,000 to help fund a project to convert the existing grass diamond field to synthetic turf at Linway Terrace Park.

TIMING:

Board action is requested on June 28, 2023, in order to award the grant.

BACKGROUND:

The grass diamond field at Linway Terrace Park is a primary facility used for games and practices throughout the year by McLean Little League (MLL), local travel baseball and softball teams, and the broader community (Attachment 1). Converting the park's diamond field to synthetic turf will provide an even and consistent playing surface that is more forgiving of wet conditions. A synthetic surface increases access, safety, and durability, and has the added advantage of allowing use by all skill levels, which in turn promotes inclusion and fair competition among players.

MLL is requesting \$20,000 from the Mastenbrook Volunteer Matching Fund Grant Program to help fund a project to convert the existing grass diamond field at Linway Terrace Park to synthetic turf (Attachment 2). MLL will fund the full cost of the project, other than the amount covered by the Mastenbrook grant, if approved. The total funding required for the design and construction of the project is estimated to be between \$1.2 million and \$1.3 million at this time. This includes but is not limited to consultant design development, site plan preparation, stormwater management, permitting, FCPA project management time, construction, testing, and inspections. The turf installation will be performed by Fieldturf, based on a national contract to which the County has access.

Given all the variables and market uncertainties, FCPA recommends a two-step donation process by MLL, as follows:

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- a. **An initial donation of \$230,000 to commence the project.** This amount, along with the \$20,000 Mastenbrook grant, if approved, will cover the design development and permitting process. This initial donation will be due 30 days after approval of the Mastenbrook grant. If the grant is not approved, the amount from MLL at this stage will increase to \$250,000.
- b. **Balance needed for project completion.** Once design is complete and a final construction and project cost estimate is developed, MLL will contribute the remaining funds necessary to ensure construction of the project. At that time, a standard Field Use Agreement as approved by FCPA and NCS will be executed and approved by the Park Authority Board to ensure MLL use of the field per the agreement.

The anticipated schedule for the project is as follows:

Milestone	Date
Mastenbrook Grant Approval	June 2023
Civil design contract approval	July 2023
Design plan completion	January 2024
Obtain all Permits	Winter 2025
Construction Start	Spring 2025
Construction Completion	Fall 2025

The Park Authority Board Member for the Dranesville District supports approval of the grant request. The project will be managed by the Planning and Development Division's Project Management Branch. Project construction is expected to be completed in FY2025. Sufficient funds are available in the Mastenbrook Matching Fund Grant program in order to award the grant.

FISCAL IMPACT:

The estimated total funding required for the full construction project is between \$1.2 million and \$1.3 million. For purposes of this grant request, the relevant project costs pertain specifically to design and permitting, which are estimated to be \$250,000.

Funds are currently available in the amount of \$20,000 in PR-000147, Park Renovations and Upgrades – 2020, in Fund 300-C30040, Park Bond Construction Fund; and \$230,000 from MLL's initial contribution, resulting in the total available funding of \$250,000 for the design and permitting phase. MLL has committed to providing all additional funding necessary to complete the project. Operational expenses will be managed by the Park Operations Division.

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Contingent on approval of this grant, the new balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$741,143.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Linway Terrace Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Request - McLean Little League

STAFF:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Brendon Hanafin, Director, Planning and Development Division

Kim Eckert, Director, Park Operations Division

Michael Peter, Director, Business Administration

Paul Shirey, Manager, Project Management Branch

Kevin Williams, Manager, Park Management Branch, Park Operations Division

LINWAY TERRACE PARK

Level 3's- Field 2 Level 4's- Field 1



Field Information
1- 192' x 360' Synthetic
2- 60' Bases 220' Fence

★ Project Site: Field Conversion to Synthetic



**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: _____

Contact Person: _____

Mailing
Address: _____

Phone: () 571-426-8729 _____

Email: _____

2. Project Title

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: _____

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.*

The purpose of this project is to convert the existing baseball and softball field at Linway Terrace Park to a synthetic turf field. This conversion would bring parity to the field with the existing synthetic turf field for soccer and lacrosse, and is in-line with the recently completed projects at Patriot Park North and South.

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.*

McLean Little League includes approximately 1,000 families and 1500 children each year who share games, practices, and time together year-round. Linway is a primary offsite facility used throughout the year by MLL, local travel baseball and softball teams, and the broader McLean community.

Turf has many benefits over natural grass to include increased access, safety, and durability. Turf allow children to play and practice despite unpredictable weather conditions and is made of a durable synthetic material that is designed to withstand heavy use and provide a consistent playing surface, regardless of the weather.

Another advantage is that it can be used by players of all skill levels and provides an even and consistent playing surface. This will also help in leveling the playing field and promoting inclusion and fair competition among all children.

We've seen this successful approach work just steps away on the soccer and lacrosse field at Linway, this field has been made of turf for many years, and was re-turfed last year, allowing for a beautiful and well-utilized field. Upgrading the baseball field to artificial turf would enhance Linway and make the baseball and softball field equitable with the other field at the park.

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.

McLean Little League will partner with the Fairfax County Park Authority to complete this project. The Park Authority has extensive experience in building synthetic turf fields, including Nottoway, Patriot Park North, and Patriot Park South.

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.

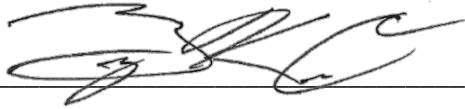
See attached budget prepared by FCPA Planning and Development Division.

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 _____



Date _____

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

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Date received	5/2/2023
Delivery method	Email



PLANNING AND DEVELOPMENT DIVISION

Pre-Scope Estimate

PROJECT: Linway Terrace Park Diamond Field Synthetic Turf Conversion, May 2023

Cost Areas	Pre-Scope	Comment
1 - Professional Services	\$155,000.00	
Architecture/ Engineering		
Civil / Landscape Architecture	\$140,000.00	
Environmental		
Geotechnical Engineer	\$15,000.00	
Construction Administration		
2 - Permits	\$35,000.00	
Site Permits	\$35,000.00	
Building Permits		
3 - Construction	\$800,000.00	
Site Work	\$800,000.00	(Nottoway 2019 \$534k X 5 to 10% escalation per year to 2025)
Buildings		
Contamination		
Miscellaneous		
4 - Utilities	\$10,000.00	
Telephone / Cable		
Water		
Gas		
Sewer		
Electricity		
5 - Inspections & Testing	\$20,000.00	
6 - Contingency	\$80,000.00	
7 - Administration	\$98,600.00	
Design WPFO	\$18,600.00	
Construction WPFO	\$80,000.00	
8 - Fixtures, Furniture & Equipment		
Site Amenities		
Miscellaneous		
9 - Mitigation		
Mitigation		

PROJECT TOTAL

\$1,198,600 Total Project Estimate

Linway Terrace Park Diamond Field Synthetic Turf Conversion

Project Conditions

May 2023

1. The project scope consists of converting the existing grass diamond field at Linway Terrace Park to synthetic turf.
2. The total funding required for the design and construction of the project is estimated to be between \$1.2 million and \$1.3 million at this time. This includes but is not limited to consultant design development, site plan preparation, stormwater management, permitting, FCPA project management time, construction, testing, and inspections.
3. McLean Little League (MLL) is responsible for the full cost of the project except for the value of a Mastenbrook Volunteer Matching Fund Grant, if approved by the Park Authority Board (PAB).
4. Given all the variables and market uncertainties, FCPA recommends a two-step payment process by the league:
 - a. Payment by MLL of \$230,000 now to cover design development and permitting process coupled with a \$20,000 Mastenbrook Grant. If the grant is not approved, then \$250,000 from MLL is required to proceed with design development.
 - b. Once design is complete and a final construction and project cost estimate is developed, MLL will contribute the remaining funds necessary to ensure construction of the project. A standard Field Use Agreement as approved by FCPA and NCS would be executed and approved by PAB at that time to ensure league use of the field per the agreement.
5. FCPA intends to utilize FieldTurf for the turf installation based on a national contract that the County has access to.
6. The anticipated schedule for the project is as follows:

Milestone	Date
Mastenbrook Application	May 2023
Mastenbrook Approval	July 2023
Civil design contract approval	July 2023
Design plan completion	January 2024
Obtain all Permits	Winter 2025
Construction Start	Spring 2025
Construction Completion	Fall 2025

7. Upon completion of construction, the synthetic turf field will continue to be owned and operated by FCPA.

**MASTENBROOK VOLUNTEER
MATCHING FUND GRANT REQUEST**

McLean Little League

June 28, 2023

PROJECT:

Diamond Field Conversion - Linway Terrace Park



PROJECT LOCATION, LINWAY TERRACE PARK



PROJECT BUDGET:

- ▶ \$250,000 Design and Permitting Phase
- ▶ \$950,000 - \$1.05 million Construction Phase
- ▶ **\$ 1.2 million - \$1.3 million CURRENT PROJECT ESTIMATE**

PROPOSED FUNDING FOR DESIGN AND PERMITTING:

- ▶ \$230,000 McLean Little League
- ▶ \$20,000 Mastenbrook Matching Fund Grant
- ▶ **\$250,000 AVAILABLE FUNDING**

FISCAL IMPACT:

- ▶ \$20,000 in PR-000147, Park Renovations and Upgrades-2020, Fund 300-C30040, Park Bond Construction Fund
- ▶ Contingent on approval of this grant, the new balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$741,148.00.

Discussion / Questions?

Board Agenda Item
June 28, 2023

ACTION

Frying Pan Farm Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Friends of Frying Pan Farm Park (Hunter Mill District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Frying Pan Farm Park in the amount of \$19,995.00 to help fund a project to replace farm fencing at Frying Pan Farm Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Frying Pan Farm Park in the amount of \$19,995.00 to help replace farm fencing at Frying Pan Farm Park.

TIMING:

Board action is requested on June 28, 2023 in order to award the grant.

BACKGROUND:

Frying Pan Farm Park hosts over half a million visitors each year, including thousands of campers and school children attending field trips. The farm's animals, some of which weigh 1,000 pounds or more, are key attractions for visitors. Safe, sturdy fencing is essential to keeping experiences safe and enjoyable for both visitors and animals. Several sections of fencing, which were installed almost two decades ago, are severely degraded and approaching the end of their lifecycle.

The Friends of Frying Pan Farm Park, in collaboration with site management, is proposing to replace the degraded fencing with 2,666 linear feet of new oak board fence around some of the pasture fields (Attachment 1). Friends of Frying Pan Farm Park is requesting \$19,995.00 from the Mastenbrook Volunteer Matching Fund Grant Program to help fund the completion of the facility upgrades project (Attachment 2). If approved, the \$19,995.00 from the Mastenbrook Volunteer Matching Fund Grant program, along with \$19,995.00 from the Friends of Frying Pan Farm Park, will provide the funds sufficient to complete the project. The total project cost is \$39,990.00.

The Park Authority Board Member for the Hunter Mill District supports approval of the Grant request. Staff from the Resource Management Division will manage the project, which is scheduled to be completed by February 2024. Matching funds are available to complete this project.

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FISCAL IMPACT:

The estimated project cost is \$39,990.00. Funds are currently available in the amount of \$19,995.00 in PR-000147, Park Renovations and Upgrades – 2020, in Fund 300-30040, Park Bond Construction Fund; and \$19,995.00 to be donated by the Friends of Frying Pan Farm Park; resulting in the total available funding of \$39,990.00. Operational and maintenance expenses will be managed using existing resources.

Contingent on the approval of this grant, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$721,148.00.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Frying Pan Farm Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Request – Friends of
Frying Pan Farm Park

STAFF:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration Division

Kim Eckert, Director, Park Operations Division

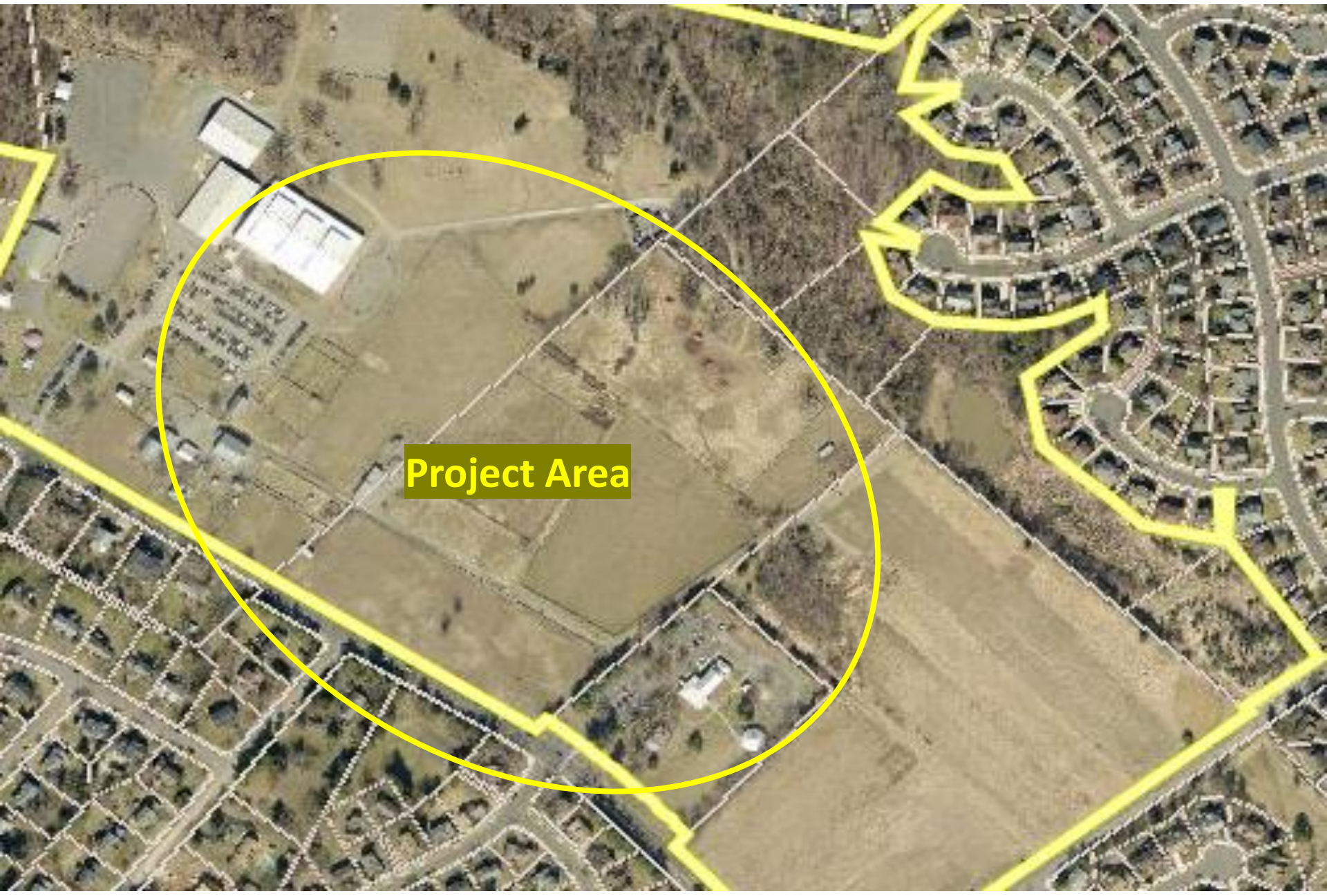
Laura Grape, Director, Resource Management Division

Bobbi Longworth, Director, Fairfax County Park Foundation

Kevin Williams, Manager, Park Management Branch

Mary Olien, Manager, Historic Sites and Horticulture Branch

FRYING PAN FARM PARK FENCING REPLACEMENT PROJECT



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: _____

Contact Person: _____

Mailing
Address: _____

Phone: () _____

Email: _____

2. Project Title

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: _____

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.*

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.*

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.

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.

See attached price quote from Long Fence for \$39,990.

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 Jack Pilger

Date 5-18-23

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

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Date received	5/23/23
Delivery method	Email

Fence Replacement

Park staff is looking at 2666 feet of 4 board fence to replace. The following pasture fence is in very poor condition but does not include all the fencing in need of replacement but represents the most critical sections. If for some reason, they must do an emergency replacement before the grant cycle, they would switch to a different set of livestock fence to finish out the grant. Back cow fence, pig field and cider press would be the next fence on the list.

A - Front Pasture Fence/Cider Press field – 522 feet

B- Chicken Field pasture Fence - 3 sides - 388 feet

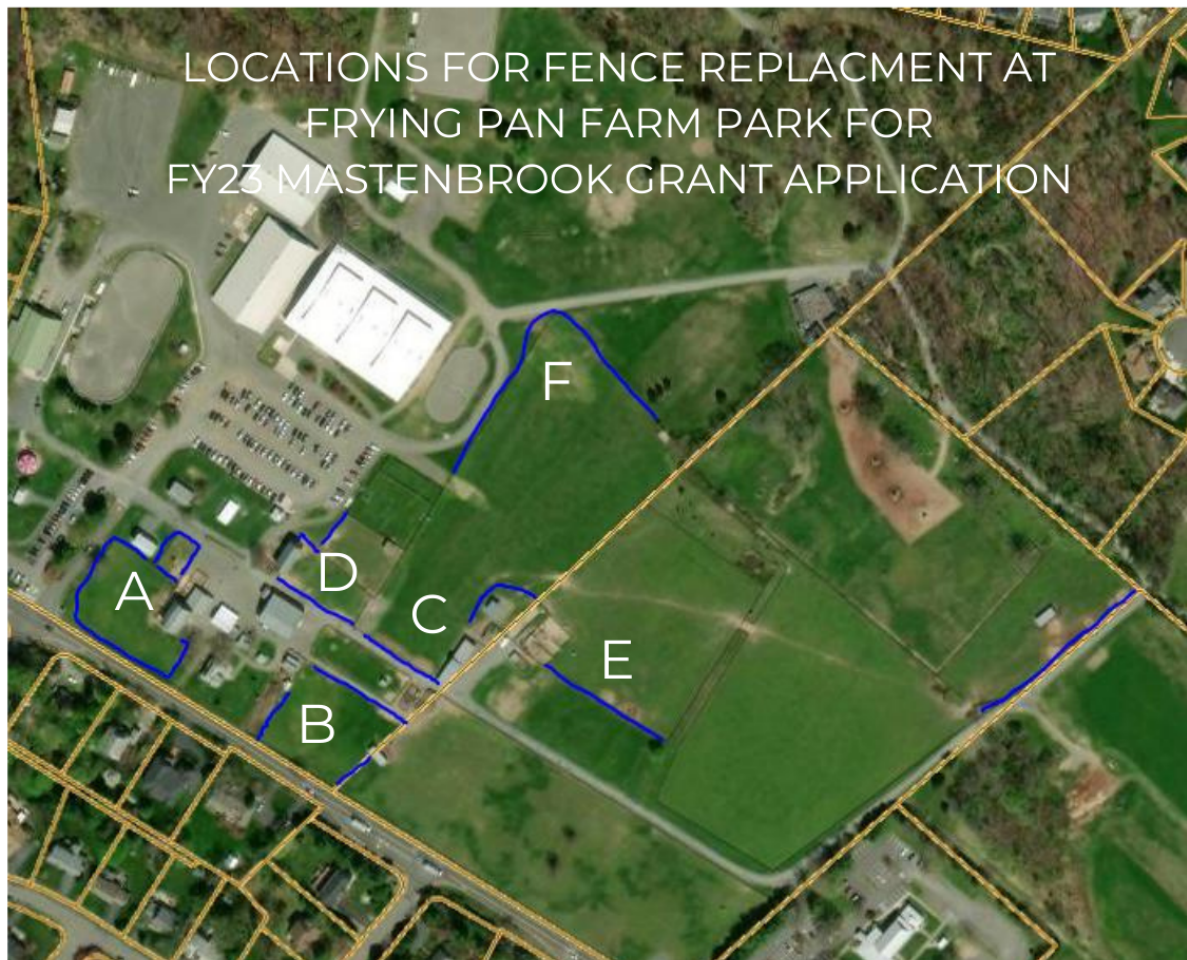
C- Hayride side of the Cattle fence and cow shed area – 386 feet

D- Front side near flagpole of Middleton/dog field and rest of Middleton - 490

E- Pig field cow fence - 250 feet

F - Bee side of overflow parking "L" – 630 feet

Total: 2,666 feet of fencing





P.O. Box 220429
Chantilly, VA 20153-0429
Tel: 703-471-0960
Fax: 703-478-3545
www.longfence.com

February 18, 2023

Fairfax County Park Authority

Re: Frying Pan Park

Subject: 4 Board Wood Fence

Attn: Mr. Nicholson

Fairfax County Contract Number: 4400011139

Below is the scope and quotes for the work on the above referenced project. Pricing are furnished and installed per Arlington County Agreement No. 20-172-ITB.

Install

- 2666 LF of Four Board Oak Fence

Price List

Item #	Product	Qty.	Unit	Price	Ext. Price
E=4	Split Rail	2666	LF	\$15.00	\$39,990.00
				Price	\$39,990.00

We look forward to working with you on this project. Please feel free to contact me at your earliest convenience if further clarification is required.

Sincerely,

Colin Rooney
Project Manager

Customer Acceptance

Date

Print Name & Title

Purchase Order Number

**MASTENBROOK VOLUNTEER
MATCHING FUND GRANT REQUEST**

Friends of Frying Pan Farm Park

**Fencing Replacement Project
at Frying Pan Farm Park**

June 28, 2023

CURRENT SITUATION:



- ▶ Over half a million visitors per year
- ▶ Fencing must be safe and sturdy to protect visitors and animals
- ▶ Some fencing almost two decades old
- ▶ Approaching end of lifecycle
- ▶ Project will replace 2,666 linear feet of severely degraded fencing
- ▶ New oak board fence will be installed

PROJECT LOCATION



PROJECT BUDGET:

- ▶ **\$39,990** Vendor services (Long Fence)
- ▶ **\$39,990** TOTAL PROJECT COST

PROPOSED FUNDING:

- ▶ **\$19,995** Friends of Frying Pan Farm Park
- ▶ **\$19,995** Mastenbrook Matching Grant
- ▶ **\$39,990** TOTAL AVAILABLE FUNDING

FISCAL IMPACT:

- ▶ \$19,995.00 in WBS PR-0000147, 2020 Park Bond - Park Renovations and Upgrades, Fund 30400, Park Bond Construction Fund
- ▶ Contingent on approval of this grant, the new balance in the Mastenbrook Volunteer Matching Funds Grant Program will be \$721,148.00.



Discussion/Questions?