

Parks, Trails, Open Space and Recreation Master Plan

RFQ Questions & Answers

- 1. Has the City done an ADA assessment for facilities? If not, in the assessment study mentioned in the RFP, do you need a just a general evaluation of accessibility for you facilities?** Yes, our Chief Building official completed one a few years ago. We are looking for general recommendations on our facilities functionality and possible future enhancements.
- 2. In the Park Analysis/Assessment Study phase, the reference to “recreation facilities”, are there park buildings and other structures that need evaluation?**
The City has the following recreation facilities that need to be included in the evaluation: 4 Community Centers, 2 Gymnasiums, 2 Aquatic Centers, 1 Performing Arts Center, and 1 Historic Park.
- 3. Do you have a budget for this Master Plan?**
Yes, the Masterplan is included as a part of the City’s CIP budget. The amount allocated is variable and will be dependent on the proposed attributes in the plan.
- 4. The RFP describes submitting the proposal in either an email or hardcopy (mail or hand delivered). Can you confirm that if we email our submission, that we do not need to provide the hardcopies?** That is correct an electronic version is acceptable. The city will confirm receipt of the submission by e-mail. A hard copy is not required.
- 5. What level of assessment for parks, trails, open space, undeveloped parkland and recreation facilities and for rec programs and services is anticipated? Should the consultant anticipate providing a similar level of detail in regards to assessments, strategies, recommendations and funding sources that are presented in the current Master Plan or does the City have additional goals they would like to see achieved as part of this planning effort?** Yes a similar level of information would be feasible however, the City is also open to new ideas , concepts and the use of best practices in Master planning to complete this project and would welcome new approaches in order to improve the usability of the final document .
- 6. What level of existing GIS database does the City have, which the consultant may anticipate using?** The level varies depending on the item. The San Ramon trail map is currently in the GIS database as well as the locations for all of the parks however not all of the park attributes have been entered to date. Access will be provided to the database for the selected vendor.
- 7. The meeting minutes of the joint City Council and Park and Community Services Commission state that a list of priorities was established in relationship to the Parks Master Plan Update. Can that list be made available?** Yes, the meeting notes are available in the Admin report from page 49-51 of the October 11, 2017 Parks and Community Services Commissions meeting

Packet and can be accessed using the following link.

<http://sanramonca.igmm2.com/Citizens/Board/1016-Parks--Community-Services-Commission>

8. **What is the status of the Bike Master Plan project? Is there any draft information that can be made available?** The draft Bike Master plan will be available for public review/comment January 2018, with City Council final approval anticipated March/April 2018. The Bike Master Plan will include:

1. Goals, Policies, and Programs
2. Bicycle Network
 - i. Prepare a Needs Analysis
 - ii. Develop Types of Bikeway Facilities
 - iii. Review and Document Existing Conditions
 - iv. Develop a Proposed Bicycle Network
 - v. Develop a Support Facilities (fix-it stations, tool kit for bike infrastructure) with input from public /safety services
3. Education, Encouragement, and Enforcement
 - i. Review and comment on Existing Programs
 - ii. Develop Proposed Programs
 - i. Create educational programs for adults
 - ii. Continue and/or expand programs for youth (street smarts)
 - iii. Create user friendly maps for students, parents and seniors depicting bike lanes, routes, signage, etc.
 - iv. City Events – Special Event permits requiring bike valet and/or bike corral at all events and festivals
4. Safe Routes to School
 - i. Incorporate educational programs as part of SRTS programs,
 - ii. Identify school site resources to support biking endeavors (PTA's)
5. Prioritization
 - i. Ranking Proposed Bicycle Network Improvements
 - ii. Develop methodology and/or warrant analysis to help guide/ rank bike projects for Capital improvement Program funding (particularly when local community advocate for project vs. no funding)
6. Funding and Implementation
 - i. Review Current and Past Expenditures
 - ii. Present Cost of New Bicycle Facilities
 - iii. Develop Funding Sources