

- q. Adopt a Resolution Authorizing the City Manager to Execute an Agreement for Architectural, Landscape Architectural, Engineering or Land Surveyor Services for the Devonshire Canyon Trail Construction Project C2330 with Trailscape, Inc. in the Amount of \$78,635 and Authorizing a Contingency Budget in the Amount of \$20,000 for a Not-to-Exceed Contract Amount of \$98,635.



CITY COUNCIL STAFF REPORT

MEETING DATE: September 23, 2024

ITEM TITLE: Adopt a Resolution Authorizing the City Manager to Execute an Agreement for Architectural, Landscape Architectural, Engineering or Land Surveyor Services for the Devonshire Canyon Trail Construction Project C2330 with Trailscape, Inc. in the Amount of \$78,635 and Authorizing a Contingency Budget in the Amount of \$20,000 for a Not-to-Exceed Contract Amount of \$98,635.

RECOMMENDATION:

Staff recommends that the City Council adopt a Resolution authorizing the City Manager to execute an agreement for architectural, landscape architectural, engineering or land surveyor services for the Devonshire Canyon Trail Construction Project C2330 with Trailscape, Inc. in the amount of \$78,635 and authorizing a contingency budget in the amount of \$20,000 for a not-to-exceed contract amount of \$98,635.

FISCAL IMPLICATIONS:

There is no fiscal impact or additional appropriation needed at this time.

Funding for the Trail Improvements Project (C2330) was allocated in the Adopted Fiscal Year (FY) 2024-25 Capital Improvement Budget in the amount of \$320,000. The current remaining balance for FY 2024-25 is \$491,369, which includes remaining funds rolled over from the prior fiscal year. In addition, there is future funding allocated in the amount of \$250,000 for FY 2025-26. The San Carlos Park and Recreation Foundation has pledged \$20,000 in FY 2024-25 and FY 2025-26 to offset the trail improvement costs.

Trailscape, Inc. Contract Amount	\$78,635
Contingency (~20%)	\$20,000
Total Non-to-Exceed Contract Amount	\$98,635

BACKGROUND:

On March 13, 2012, former Parks & Recreation Director Doug Long submitted a Notice of Determination (NOD), pursuant to the provisions of the California Environmental Quality Act (CEQA) to San Mateo County, for The San Carlos Hillside Trails Plan ("Plan"), specifically for the trails located at Big Canyon, Eaton, and Vista Parks, as well as Devonshire Canyon. The project description provided on the NOD stated, "The San Carlos Hillside Trails Plan identifies alignments for proposed trails and provides design standards and construction protocols for City hillside trails. The design standards and construction protocols were designed to ensure that trails developed in San Carlos' hillside parks and open space areas are sited to minimize potential impacts to

sensitive habitat and species and constructed and maintained to protect the watershed from erosion. Adoption of the Plan would result in the development of an additional 1.55 miles of trails.” At its March 12, 2012, the City Council adopted Resolution 2012-014 certifying the Initial Study and Mitigated Negative Declaration (ISMND) for the San Carlos Hillside Trails Plan and adopted a Mitigated Measures Monitoring Program, all in accordance with CEQA. The Council then unanimously adopted the San Carlos Hillside Trails Plan. Mitigation measures were made as a condition of approval of the project. Findings were made pursuant to the provisions of CEQA.

Following the adoption of the San Carlos Hillside Trails Plan, staff implemented the new recommended trails, led by community trail volunteers, at both Big Canyon and Eaton Parks in 2012. The Devonshire Canyon trail, also identified in the Plan, was never constructed.

On January 27, 2023, the City Council held its annual strategic planning retreat to review strategic goals and objectives and consider new priority areas for the upcoming year. Through City Council conversations, a new goal, “Recreational Opportunities,” was discussed and added as a goal for 2023. Under this goal, one of the objectives identified was to assess new and existing opportunities to expand trails and trail connections with adjacent open space.

At the strategic planning retreat, the Council agreed to revisit the opportunity to build the public trail in Devonshire Canyon as identified in the Hillside Trails Plan. The City entered into an agreement with Roach and Campbell, Inc. to complete the design of the trail. The proposed trail runs along a 30-foot-wide public trail easement in privately owned designated open space. The width would range from approximately 30” to 5’, depending on location. The proposed trail is approximately 3,950 feet long and is accessed from Vista Park. The proposed trail includes switchbacks from Vista Park through Lot G, which sits to the east of Vista Park, before running along the easement. When complete, the Devonshire Canyon Trail will be an approximately 0.75 mile-long out-and-back hiking trail.

ANALYSIS:

Staff has been working on several efforts to continue to improve and expand trail access in the community, including implementing the final portion of the San Carlos Hillside Trails Plan and relevant mitigation measures, as well as other efforts identified in the Trails Connections Plan. These potential improvements and connections will benefit San Carlos in many ways, including increased opportunities for health and wellness activities, as citizens are able to walk, run, or hike to additional open space parks and further distances than our current trails offer in Eaton and Big Canyon Parks.

In the last three years, there has been an increase in residents visiting our open space parks and trails. Many residents continue to participate in more healthy, low impact recreation on a regular basis and share desires for there to be increased opportunities and access to trails. Furthermore, the addition of the Devonshire Canyon Trail will advance long-standing community efforts to create regional trail connections, provide avid hikers the opportunity to hike to other San Carlos parks, and future possible connections into Pulgas Ridge Open Space Preserve, the Belmont trail system, the San Mateo County trails system, and the San Francisco Watershed lands.

In September 2023, staff requested quotes from qualified firms that specialize in trail construction. Two firms responded and Trailscape, Inc. was selected. Due to the mitigation measures from the original Hillside Trails Plan completed in 2011, biological surveys needed to occur in the spring and summer seasons, prior to construction. Biological surveys were recently completed in July

2024.

The consultants hired to complete the design of the Devonshire Canyon Trail have experience working in collaboration with trail builders from Trailscape, Inc. Additionally, Trailscape has a wide range of experience building trails for both private and public agencies and property owners for over 15 years. Therefore, staff recommends that the Council execute a contract with Trailscape to complete this trail project. Should the Council adopt the Resolution, Trailscape, Inc. is prepared to begin construction as soon as possible.

ALTERNATIVES:

The alternatives available to the City Council include:

1. Adopt a Resolution authorizing the City Manager to execute an Agreement for Architectural, Landscape Architectural, Engineering or land surveyor services for the Devonshire Canyon trail construction with Trailscape, Inc. in the amount of \$78,635 and authorizing a contingency budget in the amount of \$20,000 for a not-to-exceed contract amount of \$98,635; or
2. Do not adopt the Resolution; or
3. Provide staff with alternative direction.

Respectfully submitted by:

Amy Newby, Parks & Recreation Director

Approved for submission by:



Jeff Maltbie, City Manager

ATTACHMENT(S):

1. Resolution
2. Trailscape, Inc. Project Proposal

RESOLUTION NO. 2024 – ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS
AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR
ARCHITECTURAL, LANDSCAPE ARCHITECTURAL, ENGINEERING OR LAND SURVEYOR
SERVICES FOR THE DEVONSHIRE CANYON TRAIL CONSTRUCTION PROJECT C2330
WITH TRAILScape, INC. IN THE AMOUNT OF \$78,635 AND AUTHORIZING A
CONTINGENCY BUDGET IN THE AMOUNT OF \$20,000 FOR A NOT-TO-EXCEED
CONTRACT AMOUNT OF \$98,635.**

WHEREAS, on March 12, 2012, the City Council adopted Resolution 2012-014 certifying the Initial Study and Mitigated Negative Declaration (ISMND) for the San Carlos Hillside Trails Plan and adopted the Mitigated Measures Monitoring Program in accordance with the California Environmental Quality Act (CEQA); and

WHEREAS, the City Council unanimously adopted the San Carlos Hillside Trails Plan at the same meeting; and

WHEREAS, new trail segments were identified in the Plan for Big Canyon Park, Eaton Park, and Devonshire Canyon; and

WHEREAS, new trail segments and connections were completed in Big Canyon Park and Eaton Park, but not in Devonshire Canyon; and

WHEREAS, the proposed trail in Devonshire Canyon runs along a 30' wide public trail easement and was never constructed; and

WHEREAS, the implementation of this trail aligns with City Council's 2023 Strategic Goals and Objectives to assess new and existing opportunities to expand trail connections with adjacent open space; and

WHEREAS, the Parks Master Plan states that the statistically-valid community survey indicated that 76% of respondents were interested in expanding and improving the City's trail system and was the highest ranking recreation amenity of those surveyed; and

WHEREAS, implementation of a trail in Devonshire Canyon will continue to advance the community's longstanding efforts to establish regional trail connections; and

WHEREAS, construction of the Devonshire Canyon trail shall result in a trail width of between 30" and 5' and span nearly 0.75 miles along the canyon; and

WHEREAS, Trailscape, Inc. has experience in building both public and private trails in heavy brush and steep terrain for over 15 years.

NOW, THEREFORE BE IT RESOLVED, that the San Carlos City Council hereby authorizes the City Manager to execute an Agreement for Architectural, Landscape Architectural, Engineering or Land Surveyor Services for the Devonshire Canyon Trail Construction with

Trailscape, Inc. in the amount of \$78,635 and authorizes a contingency budget in the amount of \$20,000 for a not-to-exceed contract amount of \$98,635.

* * * * *

I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 23rd day of September 2024, by the following vote:

AYES, COUNCILMEMBERS:

NOES, COUNCILMEMBERS:

ABSENT, COUNCILMEMBERS:

CITY CLERK of the City of San Carlos

APPROVED:

MAYOR of the City of San Carlos



July 31, 2024

Amy Newby
Parks and Recreation Director | City of San Carlos
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Cell: (650) 576-8415

RE: Trail Agreement: Trail Construction Devonshire Trail

This is an agreement for a **Natural Surface Trail Construction**
With above (City/Owner) Trailscape Inc., Contractor or Trailscape for the design **Devonshire Trail**.

Agreement Overview.

Trailscape will work using a mini-excavator and/or other tools and equipment to create a natural surface trail as indicated on attached.

Trailscape will build a trail per the attached preliminary estimate and adjusted based on plans created from findings during field flagging and design performed by Roach and Campbell Landscape Architects.

This is an agreement for a Natural Surface Trail Design and Construction
With above Trailscape Inc., Contractor or Trailscape for the design and construction of a trail.

Agreement Overview.

Trailscape will work using a mini dozer, excavator and/or other tools and equipment to create a natural surface trail as indicated on attached.

Clarifications:

- Injuries. Each party is responsible for our own safety and will hold each other harmless for injury on the property. Employees of the owner are the owner's responsibility.
- While trail digging is shallow, It is assumed that there are no pipes or conduits or wires/cables in the trail area and contractor is not responsible for damage unless marked clearly and accurately (within 2 feet) by owner. Unmarked conduit will be repaired at \$150/hour plus parts.
- Permits are owner's responsibility.
- Owner will protect and hold harmless Trailscape Inc. from any government action relating to work completed in accordance with this contract,
- Roots and trees are occasionally damaged; Trailscape is not responsible for any eventual death of trees or plant materials.
- Either Contractor or owner may choose to stop work and pay or be paid for footage complete partial complete.
- Trail may change the drainage patterns of landscape.
- Owner accepts that trails may slow or stop a fire but there is no implied warranty or guarantee against fire risk.
- If a rock breaker is needed to get through rock, this is billed at \$3000 per day
- Standard trail assumes no import, export or significant movement of soil.
- Standard compaction is as done in process by excavating equipment
- Trail surface will be smooth plus or minus 1" unless hand finish is indicated then +/-1/2"
- The down slope and upslope will be smooth plus or minus 4"
- This standard agreement has no warranty unless indicated in schedule
- Occasional rock or boulders may left in the trail tread not to protrude more than 2"
- Trailscape will review and Implement any applicable mitigation measures included in the ISMND adopted on March 12, 2012
- Work to start Summer 2024

Proposal cost per attached unit price sheet, premeasurement estimate \$78,635

Ultimate cost will be based on measurement and count of work performed.

Sincerely, Sincerely,

Approved by:

Trailscape inc

Randy Martin

Date

owner)

Devonshire	7/31/2024	Est							
Trail Building	0.7	Miles							
Slope	10%	20%	30%	40%	50%	60%	70%		
\$ per foot	\$0.75	\$2.25	\$2.75	\$4.00	\$5.00	\$7.00	\$9.00	Total	
Feet						3950		3950	
Price			0	0	0			27,650	
Unit Pricing			Count	Total					
Contract Authorization 2									
Construction									
Turns	20-60%	\$1,000	4	\$4,000					
Rock Breaking per day		\$ 3,250	0	\$0					
Drainage Armored Crossings		\$ 1,000	2	\$2,000					
Bridges to span v ditch			0	\$0					
(2) 13 foot span bridge			0	\$0					
Trail building base cut		\$7.00	3950	\$27,650					
Clearing For Dozer		\$ 0.60	3950	\$2,370					
Hand Finish		\$ 0.70	3950	\$2,765					
Root Cutting		\$ 1.00	3950	\$3,950					
Mastication Trail (5' each side)		\$ 4.00	3950	\$15,800					
Contract Admin and Licence fees				\$2,000					
Security Trailer/Toilet				\$2,000					
Contract admin and Lic fees				\$2,000					
Accommodations		\$ 222	30	\$6,660					
Per diem		\$ 74	60	\$4,440					
Meetings/inspections		\$ 1,500		\$0					
Mobilization		\$ 3,000	1	\$3,000					
Contingency				\$0					
Total				\$78,635					

