



REGIONAL PARK COMMITTEE MEETING
C. V. Starr Community Center
300 South Lincoln Street
Fort Bragg, CA 95437
Wednesday, October 18, 2017
10:00 a.m.

Minutes

1.0. CALL TO ORDER

- Meeting called to order at 10:01 a.m.
- Committee members present: John Huff, Sarah Huff, John Huff
- MCRPD Board members present: Kirk Marshall
- Committee members absent: Bob Bushansky,

2.0 APPROVAL AND ADOPTION OF AGENDA

Items to be removed from or changes to the agenda should be done at this time

- Agenda was adopted with no changes
- M/S/C: John Huff/Kirk Marshall/Unanimous

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

A maximum of 3 minutes is reserved for members of the public to address the Board on items not listed on the agenda and a total time for public input on a particular issue is limited to 20 minutes (Government Code 54954.3). The Board is prohibited from discussion or taking action on matters not on the agenda, but may briefly respond or ask a question for clarification (Government Code 54954.2).

4.0 DISCUSSION/ACTION

4.1 State of California, 2017 OHV Planning and Restoration Grant Programs

- Sarah Huff: spoke with State OHV representatives in regards to reviewing the two RFPs that were submitted as part of the Regional Park Access Control Project. The States responded by informing the District that this type of review was not within their purview. Sarah summarized the States perception of the funding for the project is based entirely on the idea of an Off Road Vehicle Park.
- Dan Keyes: Asked about the status of the Restoration Grant agreement.
- Sarah Huff: Responded by informing the committee that project requiring CEQA has to go through a clearing house that could take 30 days as of October 12, 2017.

4.1.1 DSC Interview

- Dan made opening statements in regards to the District's procurement procedures, project review and vetting process.
- DSC provided scale models of the conceptual design for both the fence and the proposed gates.
- Jason Silva gave a verbal presentation of the RFP submittal and responded to questions from the committee.
- Sarah Huff made a point to say this firm is the same firm that provided the original budget number for the grant application. She thought everyone should understand this disclosure in the interest of transparency.

4.1.2 Arrow Fencing Interview

- Dan Keyes: Provided opening statements in regards to the District's procurement procedures, project review and vetting process.
- Chris Woida gave a verbal presentation of the RFP submittal and responded to questions from the committee.

- Sarah Huff provided the committee with a recant of her conversation with the State Grants Administration about the review process.
- General discussion took place regarding the merits of both proposals.
- Sarah Huff: Believes what Arrow Fencing is proposing doesn't meet the requirements of the project.
- Kirk Marshall agreed with Sarah's statement.
- Committee members completed their independent rating sheets and provided their forms to Dan for tabulation. The final score was 616 points to Arrow Fencing and 707 points to DSC.
- John Huff made a motion to make a recommendation to the MCRPD Board on October 18, 2017 in favor of DSC receiving the contract for the Regional Park Access Control Project.
- Kirk Marshall provided a second on the motion.
- Motion approved, all ayes.

4.1.3 Recommendation for Purchase of UTV

- The Committee reviewed the quote submittals and a recommendation was made to accept the quote from North Bay Motorsports, Santa Rosa, CA in the amount of \$17,345.00

4.1.4 Recommendation for Purchase of an Enclosed Trailer

- The Committee reviewed the quote submittals and a recommendation was made to accept the quote from the Trailer Specialist from Acampo, CA in the amount of \$6,728.99.

4.1.5 Discussion Regarding 3rd Party OHV Grant Project Management

- Dan Keyes will follow up with legal services regarding the concept of a 3rd party managing the oversight of the grant and associated projects and provide the committee with his findings.

4. 2 State of California, 2017 Cal Recycles Grant

- The State has yet to make a decision on the award of the 2017 Cal Recycles Grant Program.

ADJOURNMENT

The meeting was adjourned at 1:02 p.m.

*Minutes recorded and submitted by Danny L. Keyes, District Administrator MCRPD/CV Starr Community Center.