



DATE: February 1, 2021

AGENDA ITEM # 3

TO: Senior Commission
FROM: Donna Legge, Recreation & Community Services Director
SUBJECT: Grant Park Master Plan Task Force

RECOMMENDATION:

Receive staff report and recommend two Senior Commission representatives to serve on the Grant Park Master Plan Task Force

BACKGROUND & DISCUSSION

At its regular meeting of December 15, 2020, City Council received recommendations from staff, Senior Commission and Parks and Recreation Commission regarding the following items:

1. An offer of \$20,000 from the Los Altos Legacies and \$20,000 from the Rotary Endowment Fund to build two bocce ball courts in Grant Park
2. Hire a landscape architect to facilitate a comprehensive public process and a site-specific master plan for Grant Park.

Bocce Ball Donation

Council directed staff to draft a letter on behalf of the City Council to thank and acknowledge the most recent offer of \$20,000 from the Los Altos Legacies and \$20,000 from the Rotary Endowment Fund and to defer further discussion as to the potential use of such a gift (donation) until after Grant Park priorities have been identified through a comprehensive public outreach process.

Grant Park Master Plan

Council recommended to proceed with a Grant Park master plan process to include CEQA guidelines and other applicable Land Use processes and regulations. Council also directed staff to work with representatives from the Parks and Recreation Commission, Senior Commission and Youth Commission to develop and bring back to the Council a scope of work, identifying minimum requirements and constraints, for the development of a Request for Proposal (RFP) for a master plan for the exterior of Grant Park.

Staff is requesting that the Senior Commission appoint two representatives to the Grant Park Master Plan Task Force that will meet in February. The Task Force will provide input on the development of a scope of work to be included in a Request for Proposal that will be used to invite consultants to submit proposals and be considered for hire to facilitate a comprehensive public process and develop a Grant Park Master Plan.

Scope of Work means a description of the work activities, deliverables, and/or timeline, to be performed by a contractor as set forth in a Agreement.

Request for Proposal specifies a scope of work that needs to be performed and solicits in response a proposal from the vendor describing how they would go about executing the project, including pricing information.