TOWN OF DISCOVERY BAY

"A COMMUNITY SERVICES DISTRICT"

SDLF PLATINUM-Level of Governance

Chair Carolyn Graham and Vice-Chair Byron Gutow

NOTICE OF THE SPECIAL MEETING
OF THE PARKS & RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
November 18, 2026 04:30 PM

To Attend In-Person:
Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting:

To Attend by Zoom Webinar: **https://us06web.zoom.us/j/83080753986**
To Attend by Phone: +1 (669) 444-9171 *OR* +1 (719) 359-4580 *&* Webinar ID 83080753986

To Download Agenda Packet & Materials: http://www.todb.ca.gov/

A. ROLL CALL

1. Call business meeting to order at 4:30p.m.
2. Roll Call.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to 3 minutes)

During Public Comments, the public may address the Committee on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Committee for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Committee only. Any clarifying questions from the Committee must go through the Chair.

Comments from the public do not necessarily reflect the viewpoint of the Committee Members.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

C.1 Approve Parks & Recreation Committee DRAFT Meeting Minutes from September 2, 2026. Page 3

Sponsor(s): Kelly Rajala, Board Secretary

D. UPDATES

E. PRESENTATIONS

F. DISCUSSION ITEMS

F.1 Discussion and Possible Recommendation to Award Contract for the Town of Discovery Bay's Parks, Landscape, and Recreation Master Plan. Page 6

Sponsor(s): Stephen Griswold, Assistant General Manager

F.2 Discussion and Possible Recommendation to Select and Award a Contract for the Swimming Pool Shade Structure Project. Page 57

Sponsor(s): Monica Gallo, Park & Landscape Manager

G. FUTURE AGENDA ITEMS

H. ADJOURNMENT

Adjourn to the next Regular Meeting of the Parks & Recreation Committee at the Community Center located at 1601 Discovery Bay Boulevard.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting.

Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours.

Item C.1

MINUTES OF THE REGULAR MEETING OF THE
PARKS & RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
September 02, 2026 04:30 PM

Chair Carolyn Graham and Vice-Chair Byron Gutow

A. ROLL CALL

Meeting was called to order at 4:30pm.

Roll call was taken and all members were present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to 3 minutes)

None.

C. CONSENT CALENDAR

C.1 Approve Parks & Recreation Committee DRAFT Meeting Minutes from July 1, 2026.

Moved By Vice-Chair Byron Gutow
Seconded By Chair Carolyn Graham
Motion to approve the Consent Calendar.

For (2): Chair Carolyn Graham, and Vice-Chair Byron Gutow

Motion Carried (2 to 0)

D. UPDATES

D.1 Community Center Electrical Work Update

Presented by Landscape Manager Monica Gallo.

- There will be rehab on the main electrical panel at the Community Center on 9/3/26.

Community Center will have no power all day.

E. PRESENTATIONS

E.1 Bi-Monthly Landscape & Recreation Activity Report

Presented by Landscape Manager Monica Gallo.

- Landscape Manager Gallo reviewed the weekly schedule of landscape staff.
- Fencing at Ravenswood Park has been removed.
- Picket Fence Project has been installed on Clipper Drive.
- Swim lessons are done.
- Lap swim and water fitness will continue through September 30, 2026.

F. DISCUSSION ITEMS

F.1 Discussion and Possible Recommendation Regarding the Discovery Bay Chamber of Commerce Special Event Permit Application for Seafood-Lobster Boil to be held October 17, 2026.

Landscape Manager Monica Gallo introduced Discovery Bay Chamber of Commerce President Tony George who spoke on a proposed event.

- Discovery Bay Chamber of Commerce submitted a Special Events Permit for a Seafood/Lobster Boil to be held on Saturday, October 17, 2026.
- Tickets are $135 per seat or a private table of 8 for $1,000.

Committee is in support of the event.

F.2 Discussion and Possible Recommendation Regarding the Special Event Permit Application for "Discovery Bay Farmers Market".

Landscape Manager Monica Gallo introduced Nick T'Souvas and Leticia Miranda.

- Nick T'Souvas and Leticia Miranda submitted a Special Event Permit for a Farmers Market to be held at the Community Center.
- Farmers Market would be held every Saturday for one year beginning February 2027.
- Event will include food vendors, artisan crafts, and wholesale consumer goods.

Committee discussed potential challenges of event.

Staff will continue discussion with party requesting event.

F.3 Discussion and Possible Recommendation to Issue the Town of Discovery Bay's Park, Landscape, and Recreation Master Plan RFP.

Presented by Assistant General Manager Stephen Griswold and Landscape Manager Monica Gallo.

- The Town is seeking to develop its first comprehensive Parks, Landscape, and Recreation Master Plan.
- Master Plan will provide an evaluation of existing assets and services, identify current and future needs, assess maintenance and capital improvement requirements, engage residents and stakeholders, and establish prioritized projects, estimated costs, potential funding opportunities, and an implementation road map.
- Staff will issue a Request for Proposals (RFP) on Friday, September 4, 2026, with proposals due on October 5, 2026 at 11:00am.

Committee recommends moving forward with the RFP.

G. FUTURE AGENDA ITEMS

None.

H. ADJOURNMENT

Meeting was adjourned at 5:16pm.

_____

Kelly Rajala

Item F.1

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Recommendation to Award the Contract for the Town of Discovery Bay's Parks, Landscape, and Recreation Master Plan.

Meeting Date: November 18, 2026

Prepared By: Stephen Griswold, Assistant General Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Parks and Recreation Committee make the following recommendation to the Board of Directors:

- Approve the award of the contract to BluePoint Planning for the Town of Discovery Bay's Parks, Landscape, and Recreation Master Plan in an amount of $204,809 and authorize the General Manager to execute all necessary agreements and;
- Authorize the General Manager a 5% contingency in the amount of $10,240.45, for a total project authorization not to exceed $215,049.45.

EXECUTIVE SUMMARY:

The Town of Discovery Bay currently provides and maintains a variety of parks, landscaped areas, recreation facilities, and community programming that contribute significantly to the quality of life of its residents. However, the Town does not currently have a comprehensive, long-range Parks, Landscape, and Recreation Master Plan to guide the future development, maintenance, investment, and financial sustainability of these services.

As such, the Town lacks a comprehensive framework to evaluate the overall condition of its facilities, identify service deficiencies, establish community priorities, forecast future needs, and strategically plan for the resources necessary to maintain and improve its system. Additionally, the Town operates without a dedicated funding source for parks and recreation services, making it particularly important to establish a coordinated, financially sustainable approach to future improvements and investments.

Staff is recommending the award of a contract to BluePoint Planning, a specialized consulting firm with extensive experience developing parks and recreation master plans for public agencies throughout California and the country. The proposed project will provide the Town with substantially more than a traditional planning document. It will deliver a comprehensive assessment of the existing system, professional conceptual designs, community engagement, operational and organizational analysis, capital improvement planning, project cost estimates, funding strategies, grant identification, and a prioritized implementation roadmap.

Importantly, this Master Plan is also a necessary first step toward positioning the Town to compete for future grant funding and evaluate potential long-term funding measures. Many funding opportunities require agencies to

demonstrate documented community needs, project readiness, established priorities, preliminary project designs, and reasonable cost estimates. This project will provide the Town with much of that foundational work, allowing the District to move beyond identifying individual project needs and toward presenting well-developed, prioritized, and financially supported projects to potential funding partners.

The proposed engagement brings together a multidisciplinary consulting team with specialized experience that the Town does not currently maintain in-house. This partnership provides the Town access to professional disciplines that would otherwise require multiple separate consulting engagements, including:

- Parks, landscape, and recreation system planning.
- GIS-based asset inventory and facility condition assessments.
- Landscape architecture and conceptual design.
- Community engagement and stakeholder facilitation.
- Recreation programming and service-level analysis.
- Organizational, staffing, and operational assessments.
- Capital improvement planning and preliminary cost estimating.
- Revenue analysis and long-term financial sustainability.
- Grant research, funding strategies, and implementation planning.

SCOPE OF SERVICES AND PROJECT DELIVERABLES

1. Existing Conditions and Asset Inventory

The consulting team will conduct an inventory and assessment of the Town's existing parks, facilities, landscaped areas, and recreation amenities. This will include field visits, staff coordination, mapping, and an evaluation of the physical condition and functionality of existing assets. The assessment will examine facility conditions, ownership and maintenance responsibilities, accessibility, circulation, parking, safety, existing amenities, and opportunities for improvement. The resulting inventory will be developed in a database format compatible with the Town's GIS system, providing staff with a valuable resource for future asset management and capital planning.

2. Recreation Programming and Operational Assessment

The consultant will evaluate existing recreation programs, participation, financial performance, staffing, and service delivery, to the extent information is available. The analysis will also consider programming offered by HOAs, nonprofit organizations, other agencies, and community partners to identify gaps, opportunities for collaboration, and potential new services. Additionally, the consultant will evaluate the organizational structure, staffing levels, and operational practices of the Parks and Recreation and Landscape functions, including benchmarking against comparable agencies.

3. Community Engagement and Public Outreach

The Master Plan will incorporate a comprehensive public engagement process to ensure future recommendations reflect the priorities and expectations of the community. The proposed engagement program includes:

- A community-wide online survey.
- Approximately four stakeholder interviews.
- Two stakeholder focus groups.
- Up to two community pop-up engagement events.

- Community visioning and planning workshops.
- Public presentations and opportunities for input.
- Presentations to the Parks and Recreation Committee and Board of Directors.
- Public review and comment on the draft Master Plan.

4. Needs Assessment and Service Gap Analysis

Using the existing conditions assessment, community feedback, demographic information, and industry benchmarking, the consultant will conduct a comprehensive needs assessment.

The assessment will establish a documented foundation for future recommendations and help ensure that improvements are supported by identifiable community needs rather than isolated project requests.

5. Master Plan Development and Recommendations

The consultant will develop a comprehensive Master Plan establishing the Town's vision, goals, policies, and recommendations for its parks, landscape, and recreation system. Recommendations will address improvements to existing facilities, potential new amenities, recreation programming, accessibility, sustainability, operational efficiencies, and long-term service delivery. The final document will be professionally designed, include maps, graphics, and supporting materials, and be provided in accessible PDF and editable formats for future use by Town staff.

6. Capital Improvement Program, Cost Estimates, and Conceptual Designs

One of the most valuable components of this engagement will be the development of a prioritized Capital Improvement Program (CIP) for the Town's parks, facilities, and recreation system. The consultant will identify potential projects, establish planning-level cost estimates, and develop a project prioritization matrix to help the Town determine which improvements should be pursued first and how they should be phased over time.

Through the participation of Melton Design Group, the project will also include conceptual plans and illustrative renderings to help the Board and community visualize potential improvements. This will provide the Town with more than a list of recommended projects. It will provide preliminary project concepts, estimated costs, and an organized framework for incorporating future improvements into the District's capital planning and budgeting processes.

7. Funding Strategy and Grant Opportunities

The consultant will evaluate funding opportunities that the Town may not currently be utilizing or fully maximizing. This analysis will consider potential capital and operational funding sources, including:

- State and federal grant programs.
- Regional and local funding opportunities.
- Public-private partnerships.
- Community partnerships and sponsorships.
- Other potential revenue and funding mechanisms.

8. Implementation Roadmap and Prioritization

The final component will translate the Master Plan's recommendations into an actionable implementation strategy. The consultant will develop a phased implementation roadmap and action matrix identifying recommended projects, priorities, anticipated costs, potential funding sources, and the staff or outside partners necessary to advance each initiative.

Rather than approaching future grant opportunities with an individual project concept, the Town will have a professionally prepared planning document supported by community engagement, technical assessments, conceptual designs, preliminary cost estimates, and an established implementation strategy. These materials will provide a stronger foundation when applying for competitive funding opportunities and the grant matrix will help staff identify opportunities earlier.

The Plan will also provide the necessary groundwork for evaluating potential future community funding measures, including potential assessment, benefit assessment, or other revenue-generating approaches, should the Board elect to pursue them. Any such measure would require separate financial, legal, and community consideration.

PROJECT SCHEDULE

BluePoint Planning anticipates an approximately 12-month planning process, beginning with project initiation and existing conditions assessments, followed by community engagement, needs assessments, development of recommendations, and preparation of the final Master Plan. The process will include regular coordination meetings with Town staff, three community engagement windows, presentations to the Parks and Recreation Committee and Board of Directors, and opportunities for public review before finalization.

FISCAL IMPACT:

Option A – Hoffman Community Center Fund (Recommended)

- Fund the project through the Hoffman Community Center Fund in an amount not to exceed $215,049.45, inclusive of the requested contingency.

Option B – Alternative Funding Source

- $100K from Hoffman fund with the remaining $115,049.45 coming from Zone 8 and Zone 9 Capital Reserve funds.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

N/A

ATTACHMENTS:

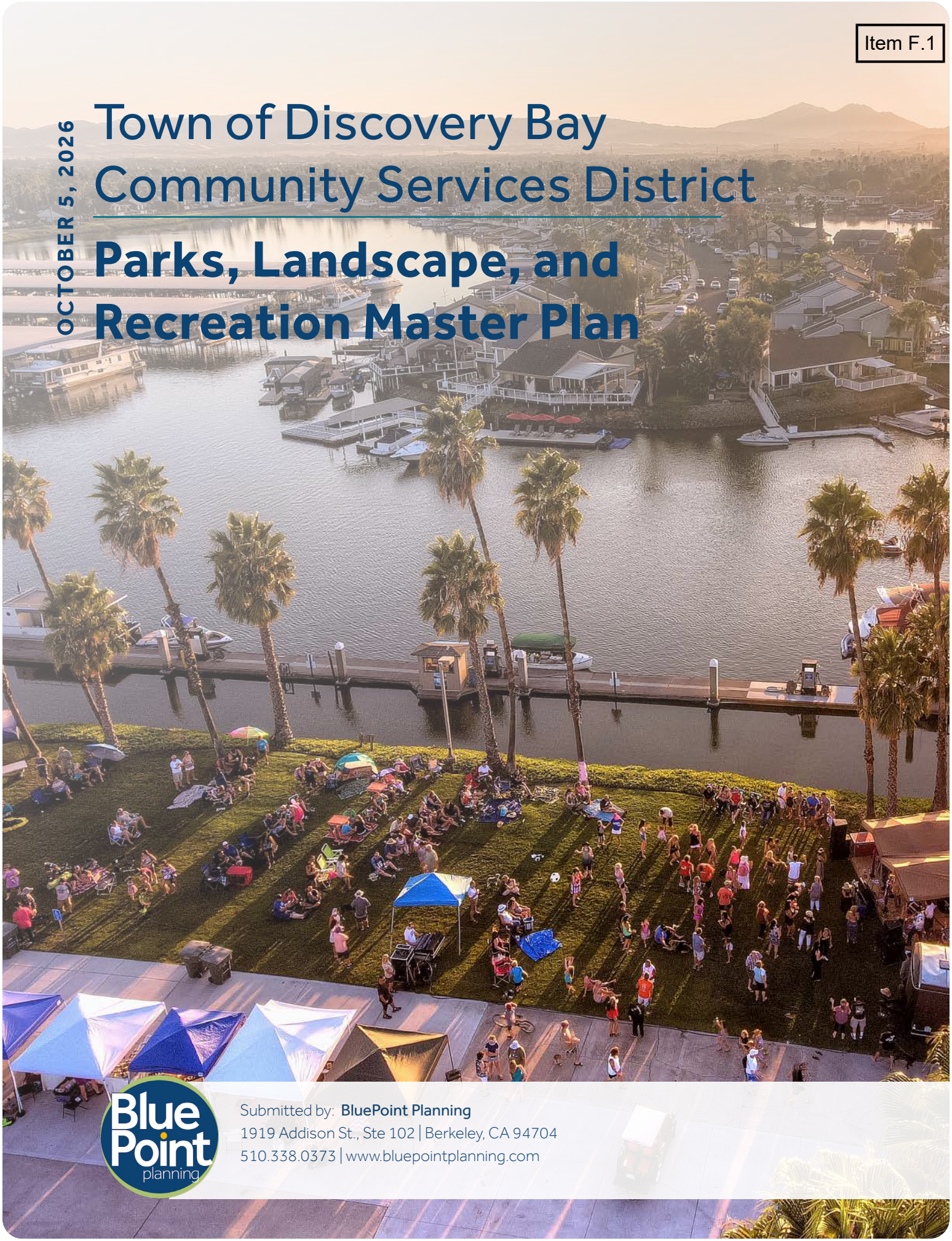
1. BluePoint Planning Proposal

Item F.1

OCTOBER 5, 2026

Town of Discovery Bay Community Services District

Parks, Landscape, and Recreation Master Plan



Submitted by: **BluePoint Planning**
1919 Addison St., Ste 102 | Berkeley, CA 94704
510.338.0373 | www.bluepointplanning.com

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Stephen Griswold, Assistant General Manager
Town of Discovery Bay Community Services District
via email sgriswold@todb.ca.gov
Re: Parks, Landscape, and Recreation Master Plan

October 5, 2026

Dear Mr. Griswold,

I am pleased to present BluePoint Planning Team's proposal for the Town of Discovery Bay Community Service District's Parks, Landscape, and Recreation Master Plan.

For this effort, we offer a streamlined and dynamic team of experienced professionals. **Mindy Flynn, Principal-in-Charge has over 30 years of experience in parks and recreation planning,** including complex, multidisciplinary projects, with a focus the last 15 years on energy, climate mitigation, and resilience and adaptation. Mindy was the lead on all projects presented here and was an active principal in the development and delivery of each one. **Hayley Reda is a stellar project manager,** coordinating large and complex projects, and offering her experience in leading the **City of Shasta Lake's Parks, Recreation, and Trails Master Plan, County of San Luis Obispo's Parks and Recreation Master Plan,** as well as several climate and resilience projects. We are supported by Project Associate Allisia Sandoval as well as the rest of the BluePoint team. We are joined by **Melton Design Group, a premier landscape architecture firm,** that will led the conceptual plans and illustrative renderings, as well as provide their expertise throughout the planning process.

Together, this Team will provide the Town with an effective, action-oriented, and implementation-focused Plan that is centered in equitable and inclusive engagement. What sets us apart from our competitors is our holistic approach to planning that considers not just the physical requirements for parks but how recreation programming and policies work together to activate parks and facilities. We consider how maintenance and operations support parks and programming to enable better and more fiscally sustainable services. We specialize in system planning and understand that strong master plans can be a tool for staff to use for years to come, helping to shape communities and achieve better parks and recreation systems.

In summary, the BluePoint Team offers the following strengths:

- **Extensive experience in parks, recreation, and facilities master planning for districts, cities, and counties,** including work with agencies developing their first comprehensive master plan;
- **Unparalleled capabilities in facilitating community groups, Boards and Commissions, and staff,** resulting in accessible and action-oriented plans;
- Proven track record in **landscape architecture and conceptual plans,** helping communities visualize the spaces in their community in a new way;
- Value added services and insights related to **operational analysis, revenue projections, funding assessment** and **implementation planning** to ensure our plans are feasible and actionable; and
- **Effective and efficient project management**, meeting deadlines and budgets, while maintaining positive, good working relationships with clients.

We look forward to discussing our approach and ideas with you. If you have any questions about the materials, please do not hesitate to contact Mindy at 510-847-3665 or via email at mindy@bluepointplanning.com.

Sincerely,

Mindy Flynn, Principal/Owner

Item F.1

2. Statement of Project Understanding



Blue Point planning



Relevant Experience

- County of San Luis Obispo County Parks and Recreation Master Plan
- St. Helena Parks, Recreation, and Trails Plan
- City of Shasta Lake Parks, Recreation, and Trails Plan
- Treasure Island (San Francisco) Growing an Equitable Park System Study
- Mid Peninsula Parks and Open Space District Strategic Plan for Adaptation and Resilience to Climate Change
- City of Capitola Esplanade Park Enhancement & Adaptation Project (sub to Integral)
- Soledad Parks and Recreation Master Plan
- Lake County Park Recreation and Trails Master
- The Bay Foundation Strategic Plan
- Sonoma County Parks Climate Action and Resilience Plan
- Missoula, Montana Parks, Recreation, Open Space and Trails Plan
- Rio Linda Elverta Parks and Recreation District Parks and Recreation Master Plan
- County of Mendocino Parks and Recreation Needs Assessment and Recommendations

About BluePoint Planning

BluePoint is a mission-driven consulting firm dedicated to doing impactful work with local, regional, and state governments and organizations. BluePoint provides tailored consulting services for parks and recreation, energy, strategic planning, climate change mitigation, adaptation, and resilience planning. BluePoint is dedicated to advocating innovative solutions, embedding equity, providing holistic thinking, and partnering to achieve effective action. BluePoint has over 30 years of experience leading complex and inclusive, multi-stakeholder processes, providing comprehensive planning services supported by facilitative leadership, strategic communications, and strong client relationships.

Our people-centered approach, alongside our effective facilitation skills and content-specific knowledge, runs through all of our projects and helps us build trust with community members, staff and stakeholders to inspire action. Our well-designed processes help to translate technical data into accessible information for community and stakeholders, ensuring that engagement results in valuable outcomes.

Parks, Recreation, and Trails Planning

Parks, open spaces, trails, and public lands provide fundamental benefits and opportunities to address and mitigate climate change while offering co-benefits of equity, health, wellness, and community recreation. BluePoint works with clients to identify needs and explore how to leverage their lands and facilities to best support the community while finding multi-benefit, fundable solutions.

One of the most important services we offer is integrated operations, maintenance, and revenue analysis of facilities, operations, and programs. This lens ensures that big visions are grounded in reality. Our master plans, strategic plans, and implementation plans support vibrant and equitable parks and recreation services.

Facilitation, Engagement, & Outreach

BluePoint is an expert in stakeholder process design, facilitation, and equitable community engagement and outreach programs. This includes developing and executing community engagement processes, designing outreach materials, websites, maps and deploying social media and digital tools.

Implementing Strategies & Action Plans

Big visions and broad goals are only as useful as the ability to implement. BluePoint works with clients and stakeholders to ensure that there is a clear path to implementation, helping to understand funding and operational considerations, developing tools to enable action, and outlining steps to move plans forward. This includes work plans, operations plans, revenue and funding analysis and prioritization and phasing programs.

About Melton Design Group

Melton Design Group, Inc. (MDG) is a Chico-based firm formed by Greg Melton in 2010 and is now the premier design firm in California. The Design Group staff has worked closely with communities throughout California over the past 36 years and continues the tradition of providing clients with the highest quality of licensed landscape architectural services. We currently have a design and office staff of 19 dedicated individuals ready to apply their skills to your project. We bring many years of experience working as a team and will gain a clear understanding of your needs and turn your project into an attractive, functional, low- maintenance space that serves your community.

We are qualified for your project because the MDG Team has worked together successfully on hundreds of projects; we complement each other and bring many years of experience working as a team. We gain a clear understanding of your needs and how to turn your project into an attractive, functional, low-maintenance space that serves your community. The MDG Team will complete and finalize your project on time and within budget. We create precise plans, specifications and bid documents to successfully award to a contractor and we administer the construction of your project, providing full project management services.

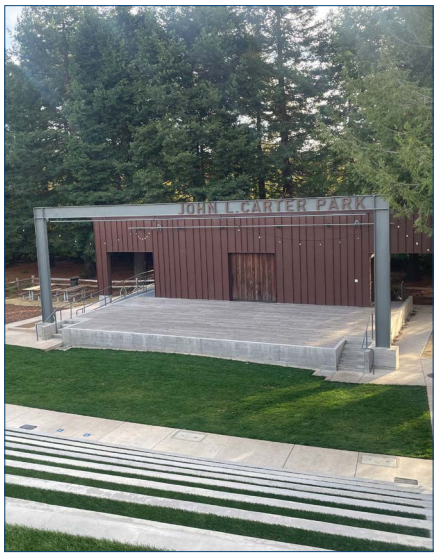
WE EXCEL AT...

- Visioning & Communication
- Unique, Locally Focused Design
- Project Research
- Community Outreach
- Stakeholder Understanding
- Operation & Maintenance
- Full Designs & Plan Check Review
- Sustainable Design Techniques
- Design Guidelines & Standards
- Construction Plans & Details

FEATURED AWARDS

MDG has been recognized by public and professional agencies for a wide range of projects and community outreach.

- 2025 California Parks and Recreation Society (CPRS) - Design Excellence Park Planning
- 2021 California Parks and Recreation Society (CPRS) - Design Excellence Park Planning
- 2018 American Society of Civil Engineers Sacramento Chapter - Outstanding Urban or Land Development Plan of the Year
- 2014 American Society of Landscape Architects - Sierra Chapter Honor and Merit Awards Parks/Open Space and Rehabilitation/Mitigation
- 2009 California Redevelopment Association - Award of Excellence in Public Spaces
- 2007, 2008 and 2009 American Society of Irrigation Consultants
- National Excellence in Irrigation Honor Award
- 2007 Chico Economic Planning Corporation - Community Vitality Award
- 2005 California Parks & Recreation Society - Award for Facility Design and Park Planning



New Half Moon Bay Amphitheater as a result of the BluePoint Master Plan

Project Understanding

Once a summer and weekend getaway, the Town of Discovery Bay is now home to over 15,000 residents who live on the banks of the San Francisco Bay-Delta. As an unincorporated community located in eastern Contra Costa County, the Town of Discovery Bay is served by a Community Services District that provides and manages water, sewer, landscaping and recreation services for residents. Residents value outdoor access, especially the unparalleled access to the Delta waterways, linking all the way to the San Francisco Bay.

The Town currently maintains a Community Center and three parks, in addition to landscaped areas. The Community Center includes pickleball and tennis courts, a swimming pool, an art room, multipurpose space, a community garden space, dog park, and a picnic area. Parks throughout the community also offer playgrounds, water amenities, basketball courts, lawn games, soccer fields, and more. The District also provides recreation programming, such dance and art classes, fitness and driver's ed programs, to name a few.

Due to the unique role as a Community Service District, not all parks are owned by the Town and the District does not have a dedicated funding source for recreation services. This creates a need for an identified approach to developing, funding, and maintaining parks in the community, while being flexible enough to adapt to community needs. A Master Plan can help prioritize improvements and additions to the system, identify funding sources, and create an implementation plan to achieve the vision of the community.

Relevant Experience

Led by Principal, Mindy Flynn, BluePoint has worked with organizations across California and throughout the country to develop actionable, feasible park, recreation, and facilities master plans. This extensive knowledge and experience working to develop long-term, systemwide master plans that staff can use as a tool for the years to come, directly supports our ability to assist the Town of Discovery Bay in developing a Parks, Landscape, and Recreation Master Plan.

Approach to Parks and Recreation Planning

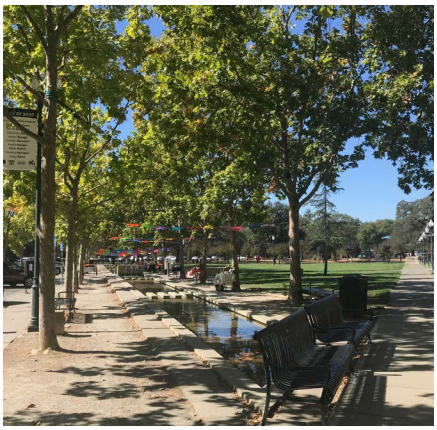
Recreation as a Driver

The BluePoint Team understands that parks and trails are not just a collection of physical assets – rather, they provide settings for many types of activities residents and visitors pursue for recreation, health, wellness, exercise, and many other reasons. We approach parks and recreation planning processes with this as a guide. The variety of parks and facilities in this study will require our Team to understand the range of recreation activities and settings not only within the Town's parks and facilities, but also on lands managed by other agencies.









We will also address questions that help the District define the vision for its system and services. How does the District's land and facility inventory and unique resources support recreation? What is the balance of investments that will meet the recreation needs of the variety of ages and abilities in the community? What is the right balance between serving residents and supporting tourism? What are the latest trends in recreation in Contra Costa County, in California, and nationally? How can the District leverage each park's unique character and amenities to serve the residents and visitors? What other community activities could occur at parks? What type of enhancements can better serve the community? How can we ensure access from an ADA perspective as well as from a transportation perspective?

Our process and work plan are designed to address these questions through public engagement and our Team's analyses.

Placemaking

Our Team members do not see parks as merely a collection of sports fields and play equipment. The District's parks and recreation system helps to define the Town as a special place and expresses the unique spirit of the community. In the master planning process, our Team will focus on identifying and highlighting community identity. This will translate into recommendations, guidelines, and capital improvements that:

- Protect important landscapes;
- Integrate arts, culture, and history;
- Activate parks and public places;
- Respect and celebrate the cultural diversity of the community; and
- Build community resiliency through environmentally healthy design, improved connectivity, and protection from extreme heat.

System Sustainability

Sustainability applies not only to the larger environment, but also to the ongoing health of the parks and recreation system. We keep fiscal and operational impacts in mind throughout the process. This business mindset will result in a viable plan that will:

- Identify areas where needs are currently well met and describe actions required to maintain the existing level of service in the long term;
- Identify areas where renovation or replacement of existing facilities can improve the level of service of under-functioning facilities over a reasonable and financially justifiable time period;
- Evaluate operating and maintenance costs and the potential for revenue generation to offset costs;
- Determine how programming and operations can be enhanced to help serve community needs and meet Plan goals;
- Identify and prioritize capital improvements needed to enhance the system to desired levels of service where gaps exist;



- Maximize partnerships and collaboration; and
- Ensure that parks and facilities are operated and maintained effectively to optimize use, longevity, and economic sustainability.

Process Design

BluePoint Planning brings our process design expertise to every project when creating a work plan. We know that limited capacity, resources, and time are constant pressures that are especially intense on complex planning and engagement efforts like this. Our work plan is designed to make effective use of District staff time and efficient use of the expertise of our Team members.

To do this, we build regular person-to-person communication into our work plans to provide a forum for addressing issues, concerns, and opportunities immediately. The Work Plan in Section 3 includes biweekly coordination meetings, with regular email and phone coordination between project management teams between these meetings. We also build in regular communication with our subconsultants. This allows us to make mutually agreeable adjustments to the process as we move along, whether to accommodate unforeseen opportunities or to adjust the timing to better respond to stakeholders.

Item F.1

3. Consultant's Work Plan



Blue Point planning

Item F.1

Initial Schedule & Process

This schedule assumes a 12 month process, but can be altered as needed.

1. Existing Conditions & Visioning

2. Needs, Opportunities & Strategies

3. Draft & Final Master Plan & Implementation Plan

Project Team Coordination

Public Engagement Plan

Engagement Window #1: Gaps and Needs

Stakeholder/ Focus Groups

Community Survey

Engagement Window #2: Vision and Goals

Pop-Ups

Community Workshop

Decision-Maker Meetings

Engagement Window #3: Priorities

Decision-Maker Meetings

Community Workshop

Community Doc Public Comment

Plan Approval Process

Month 1 2 3 4 5 6 7 8 9 10 11 12



Set the Context & Gather Information

- Asset Inventory and Conditions Assessment
- Recreation Program and Other Providers Assessment
- Organizational and Staffing Review

Existing Conditions Summary Report



Identifying Needs and Recommendations

- Demographics, Trends & Comparables
- Vision & Goals
- Conceptual Design Alternatives
- Needs Assessment Summary Report
- **Initial Recommendations**
- **Initial Implementation Plan**



Finalize Recommendations

- Funding Strategies
- Capital Improvement Program and Cost Estimates
- Review and Revisions
- **Draft Master Plan**
- **Implementation Roadmap and Prioritization Matrix**



Final Master Plan



Parks and Recreation staff workshop in Missoula, MT.

This scope of services incorporates the tasks laid out in the RFP, with a few additions and modifications explained in the narrative below. The base scope will deliver a 15-year Parks, Landscape, and Recreation Master Plan. To provide the Town with customizable options, we have also included a series of optional tasks that can be added to supplement the process as needed or desired.

The schedule on page 9 shows the phasing of the project, with major tasks identified. The proposed project team members assigned to each task and their estimated hours are included in the budget document in Section 4, on page 27.

Task 1: Project Management

Task 1 is an added task to the RFP. This task allows for collaborative management of the process, from an initial project kick-off meeting and continuing through Plan adoption. This task includes the staff kick-off meeting listed in RFP Task 3.

1.1 Project Initiation Meeting

BluePoint recommends an initial virtual kickoff meeting, followed by an in-person meeting scheduled as part of Engagement Window 1. During the initial call, we will review the scope of work and schedule and clarify the requirements for the project. We will use this meeting to adjust any scope items as needed, identify major deadlines and deliverables, review the request for information, and any additional information that the project team deems important. In addition, we will discuss the logistics of the initial Engagement Window and the parks tour. We will also request all necessary existing documents, studies, maps, previous planning documents, etc., including identifying any missing data and information necessary to proceed.

1.2 Project Management and Biweekly Meetings

The Project Team, led by Project Manager Hayley Reda, will hold biweekly coordination calls with the Town's project manager to keep the project moving forward and to ensure timely response to questions, review of materials, and coordination. These meetings will focus on the critical path to maintain the project timeline and ensure that each deliverable is moving the project along. BluePoint will develop a standing agenda for these meetings and create a set of running meeting notes that will be available on a shared drive so that the Town and BluePoint Team members can access them at any time.

This task also accounts for BluePoint's ongoing project management activities, including invoicing, progress reporting and subconsultant coordination. This task allows for active management to identify potential approaches to incorporate any unforeseen course corrections and changes as we progress while remaining on time and on budget.

Deliverables:

- Consolidated request for information
- Meeting agendas and notes


4. Inventory & Assessment

Babe Best Park

10th Street, South of U Street

2. Community Park

8.5 acres

Amenity	Qty.	Condition
Landscape areas / trees	1	Good
Parking	70 sp	Good
Picnic Area	1	Good
Playground	1	Fair
Restroom/concession	1	Good
Sports Fields/Area	4	Good

Park Description

Well utilized park in the center of the District primarily used for sports, but with a number of open space areas surrounding with some picnic tables. Ballfields and bleachers are used and managed by Rio Linda Little League from February through October. Little League has container storage. There is a restroom/concession stand and small covered picnic area are centrally located.

Small playground with parent seating is near the parking lot.

Park Map (property lines are approximate)

Rio Linda Elverta Recreation Park District | Page 44

Rio Linda Elverta Recreation and Parks District Inventory Page

Task 2: Existing Asset Inventory and Conditions Assessment

The BluePoint Team's Task 2 combines RFP Task 1 and a portion of RFP Task 2, developing a baseline understanding of the parks, recreation programs, landscapes, and facilities, as well as the Town's planning context. This includes gathering and analyzing data and information about the Town's services and contracts, identifying assets and ownership, and reviewing relevant planning and policy documents. This task also incorporates fieldwork time to inventory and evaluate parks and facilities, including touring each park and meeting with park staff. We will begin the assessment and develop the inventory in this phase.

2.1 Asset Inventory and Condition Assessment

The BluePoint Team will develop a comprehensive inventory of existing assets, using Town-provided information, in-person team fieldwork, and readily available mapping and visual tools. We will coordinate this effort with Engagement Window #1, during which the BluePoint Team will tour the Town's parks with staff. During the tour, we will begin the inventory process, talk with park staff about the issues, needs, and opportunities. Additional field time is allotted to complete the inventory utilizing ArcGIS Survey123. Using an agreed upon rating system, we will make a general assessment of the condition of the facilities and amenities as it relates to intended function and actual physical condition. This Inventory and Conditions Assessment will be displayed in a database format, compatible with the Town's GIS system.

The assessment will consider:

- Physical conditions, features, opportunities, and constraints
- Park and facility classification
- Ownership and maintenance responsibilities
- Functional assessment of park and amenities
- Existing amenities
- Use patterns that impact access (e.g., scheduling conflicts), park maintenance, or safety
- Unique aesthetics and character
- Access, circulation, and parking
- Opportunities to incorporate sustainability
- High-level accessibility assessment
- Other values identified by community and staff

This information will be presented in a clear report format that will be used throughout the process and updated as necessary with additional details.

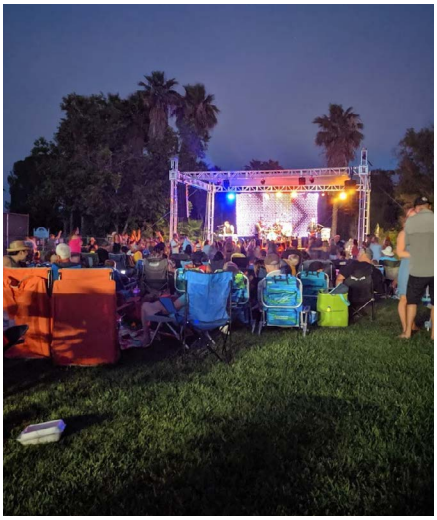
Pertinent information will be incorporated into the Existing Conditions Summary Report and Needs Assessment as appropriate.



2.2 Recreation Programming Baseline Assessment

Similarly to the assessment done in Task 2.1, the BluePoint Team will document and evaluate the Town's current recreation programs. While this is called out in the RFP as a unique task that incorporates both documentation of the programming baseline and the identification of gaps, needs and opportunities, the BluePoint Team believes that programming and facilities are interrelated. For this reason, our work plan incorporates the baseline programming assessment into the Existing Conditions task. The Needs Assessment developed in Task 4 will include an assessment of recreation programming, needs and gaps as part of the comprehensive evaluation of needs. Recreation programs are an essential component of parks and recreation services and are a primary activator of the Town's Community Center. Understanding existing programming is critical to evaluating existing assets.

As part of this task, BluePoint will catalog current offerings, including participation, financial performance, and staffing information as available. We will also identify the programming offered by other HOAs, other agencies, nonprofits, and community organizations.



2.3 Existing Conditions Summary Report

The Existing Conditions Summary will provide an informative and engaging review of the existing parks and recreation system, frame key issues, and serve as a foundation for the Needs Assessment and subsequent Parks, Landscape, and Recreation Master Plan. It will incorporate all work completed in Task 2. Additionally, the Existing Conditions will include planning context information, maps of existing parks and facilities, and Findings from Engagement Window #1, as discussed further in Task 3.2.

Deliverables:

Existing Conditions Summary Report, including:

- Asset Inventory and Conditions Assessment
- Base Maps
- Recreation Programming Assessment (Existing Programs)
- Organizational Overview (including staffing and contract management)
- Planning Context



Task 3: Community Engagement

Community engagement activities will take place throughout the process, with timing and specifics refined during preparation of the Public Engagement Plan in subtask 3.1. The engagement program will be multi-layered and interactive and include both in-person and online opportunities to participate. In-person activities will be grouped to occur during three Engagement Windows over the course of the process, as shown in the schedule diagram. These engagement windows will include in-person engagement activities and meetings with the Board and Committees.



County of San Luis Obispo Parks & Recreation Master Plan Outreach Flyer

While we are suggesting this approach as a way to reach throughout the community, we remain flexible and able to adapt to ensure that any engagement efforts are designed to reach throughout the community.

3.1 Public Engagement Plan

The BluePoint Team will develop a public engagement plan to direct and guide our efforts. The plan will be developed after the project kick-off meeting to account for any refinements to the proposed engagement program as discussed in this proposal. The plan will define the methods, tools, timing, and specific roles and responsibilities for BluePoint and the Town for each engagement activity. It will also set goals and objectives, allowing us to measure effectiveness and adjust the outreach program as the project progresses.

BluePoint uses Excel to develop our Engagement Plans, set up as an active tool with sheets that detail each method or tool, identify stakeholder groups, and match methods with stakeholder groups to ensure strong participation. This approach allows us to provide opportunities for those who are already engaged (such as recreation user groups and current program participants) and be strategic about tools that engage important audiences who might not otherwise participate, including underserved residents, people with disabilities, and busy households.

3.2 Engagement Window #1: Gaps and Needs

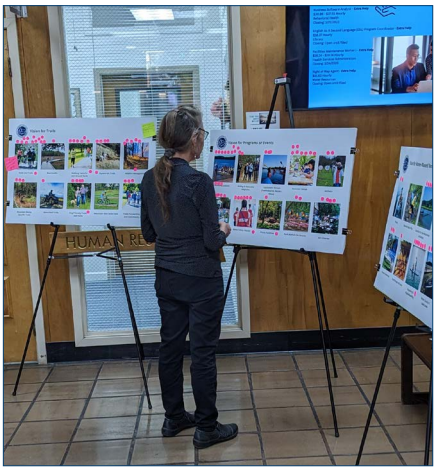
During the first Engagement Window, BluePoint will conduct the site tour and focus on gathering information about gaps and needs from the community. The following methods will be used:

Community Survey

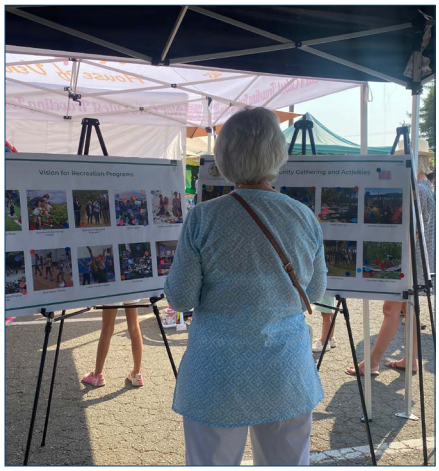
BluePoint recommends the use of an online Community Survey in lieu of a statically valid survey based on time, budget, and survey purpose. For this task, the BluePoint Team will develop an online Community Survey that is distributed through existing Town channels, partners, nonprofits, Town website, and local neighborhood groups. A simplified paper survey can also be developed in concert for use by partners as needed. While an online survey does not provide a scientific level of evaluation, it is an excellent way to engage a large audience in the discussion within the timeframe identified for a reasonable cost. Due to the small size of the Town, a well-publicized online survey is significantly more cost effective. The Team will develop a survey instrument that will gather information about the community's needs and opportunities for Town parks and recreation. The survey responses can also be analyzed by neighborhood, ages, households with or without kids, etc.

Stakeholder/Focus Groups

BluePoint Team will hold a combination of stakeholder interviews and/or a series of small group listening sessions for different user groups and special interests to allow for more in-depth feedback. This budget allows for approximately 4 interviews and 2 focus groups – but this can be adjusted based



Lake County Parks, Recreation, and Trails Plan Pop-Ups



St. Helena Parks, Recreation, and Trails Master Plan Pop-Ups

on need. These early meetings establish relationships with organizations who can help to expand engagement for the entire project and allow the project team to hear from a variety of stakeholders early in the process. The Team will work with staff to determine the best approach to engage and work with special interest groups (Chamber of Commerce, Businesses, Schools, Sports Groups, etc.) and key stakeholders throughout the Town.

These small groups expand engagement beyond a survey alone. The budget allows for a series of meetings and interviews to understand overarching needs, issues, challenges and goals for the Town's parks. We assume that the stakeholder interviews will be held online, while focus groups can either occur during the in-person engagement window or online, depending on the availability and desire of participants. A summary of results will be incorporated into the Existing Conditions Report.

3.3 Engagement Window #2: Vision and Goals

The second engagement window will focus on developing a community vision and a series of goals for the Master Plan.

Pop-Ups

One way to reach community members that may not attend a Community Workshop or take a Community Survey is to offer opportunities for people to provide feedback when they are going about their daily lives. This is best done through tabling, or pop-ups, at schools, farmers' markets, local events, and businesses. For example, when working in Lake County, the Team popped up at a library and on a busy day at the County administrative center, asking those who walked by to spend a few minutes interacting with a series of boards and sharing their thoughts. BluePoint will develop a simple, yet engaging set of materials that can be used throughout the community to collect feedback. This task covers up to two tabling events, materials, and a summary.

Community Workshop

BluePoint will engage the community in-person at a Community Workshop to gain insight into the community's vision, goals, and needs for parks, recreation, and trails. The Team will develop an engaging presentation, agenda, interactive visioning exercise, and facilitate and graphically record the meeting. We will work with the Town to identify the appropriate format and location for these workshops, ensuring that it is a welcoming, accessible venue that appeals to the community as a whole.

The Team will work with the Town to develop a format to best share information, engage community members, and gather feedback. For example, when working in the City of Missoula, BluePoint held several workshops that followed various formats. Some were traditional workshops with a presentation and question-and-answer section, while others were more open-house style where residents dropped in and interacted with stations – including identifying specific locations for improvements on a large map of the Town, voting on community priorities through a series of posters, or watching a video sharing



City of Missoula PROST Community Priorities Workshop

survey findings. We will use our experience and expertise in developing engaging, useful workshops to best fit the needs of the community.

Decision-Maker Meetings

BluePoint will report to the Parks and Recreation Committee and the Board of Directors during this Trip. During this update, BluePoint will share key findings from the Existing Conditions and Needs Assessment. This meeting will focus on understanding the direction of the Board and Committees, to ensure that that the recommendations and work plan identified in the Master Plan are in line with District priorities.

3.4 Engagement Window #3: Priorities

The final engagement window will be focused on identifying community priorities and informing the draft Master Plan. At this point, draft recommendations will be developed, and community members will have a chance to weigh in and share their priorities for implementation.



Community Vision Workshop

Community Workshop

Similar to the Community Workshop in Engagement Window #2, the Team will work with the Town to identify the best format, location, and materials for this workshop. It will be designed to provide information and provide an interactive forum for community members to express their preferences, interest areas, and priorities for the Master Plan projects and programs. At this stage, we often develop interactive prioritization exercises that give participants a limited budget to "spend" on their top priority projects and initiatives. The Team will develop an agenda, presentation, outreach materials, and facilitate and document the workshop.

Decision-Maker Meetings

BluePoint will present to the Board of Directors and the Parks and Recreation Commission to share the draft Master Plan, allowing for them to share initial thoughts before the final Master Plan is developed and taken to them for adoption. These meetings will either occur during the in-person Engagement Window #3, or will be done virtually.

3.5 Collateral Development

For each Engagement Window, BluePoint will develop a set of outreach materials. Depending on the final Public Engagement Plan, these materials may include meeting flyers, social media posts, short videos, newsletter postings, and similar. These materials can be shared with partner organizations to help publicize engagement opportunities, ensuring that there is a wide reach for each event.

Deliverables:

- Public Engagement Plan
- Meeting materials, agendas, and summaries
- Collateral for each Engagement Window

Task 4: Needs Assessment

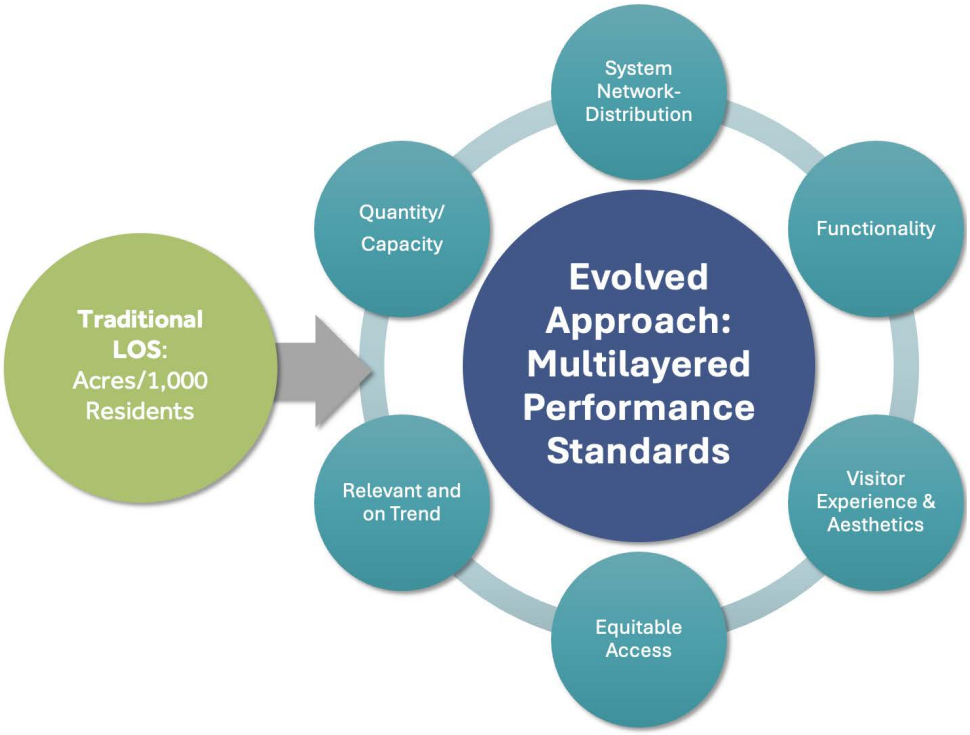
In Task 4, the BluePoint Team will provide a clear Needs Assessment that brings together findings from the Existing Conditions and the community engagement process, using a multilayered approach to evaluate needs throughout a methodology consistent with best practices. BluePoint's methodology in assessing parks and recreation needs goes beyond one or two factors, such as calculations of acres of parkland per 1,000 people or the results of a single survey. Our approach is more responsive to context and takes a holistic approach, as shown in the diagram below.

This assessment will look at needs today and project needs at the planning horizon, based on population and land use projections. The assessment will address land, facilities and programs. This approach provides a deeper understanding of high-priority community needs and lays the foundation for policies and specific recommendations.

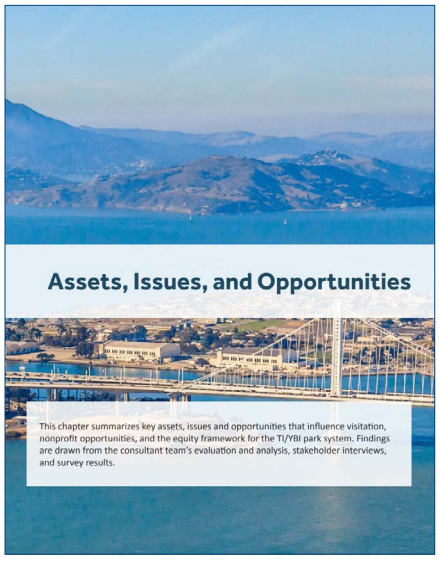
4.1 Demographics, Trends, and Comparables

The BluePoint Team will analyze current and projected population and demographic characteristics, incorporating population profile information drawn from the most relevant and current data, to identify planning implications.

BluePoint will work with the Town to identify appropriate comparable Districts or park systems, within California and with similar characteristics to serve as reference. We will identify up to five communities to evaluate.



Understanding Needs - Move from LOS to Multi-layered Performance Standards



Assets, Issues, and Opportunities Chapter from the Treasure Island Growing an Equitable Parks System Report

For each community, we will gather information on the type, size, amenities, and use of its parks, the user fees, and community demographics. BluePoint has an existing database of much of this information and will gather additional information as needed.

Additionally, BluePoint will also identify regional and national trends that can give additional context and new ideas to the project.

4.2 Park Needs and Opportunities

In 2017, the 10-Minute Walk Campaign was launched by the Trust for Public Land (TPL), Urban Land Institute (ULI), and National Recreation and Park Association (NRPA). Across the US, 300+ mayors have committed to the vision that everyone in U.S. cities should have access to a quality park within a 10-minute walk of their home, focusing on quality and distribution rather than simply the quantity or acres of parkland. The BluePoint Team will develop a GIS-based service analysis to identify gaps in service and areas with a need for enhanced service, factoring in analysis criteria drawn from the community engagement results. This may include exploring different level of service scenarios based on land use factors and the Town's unique ownership and management baseline. In this task, we will look at locations for potential new park sites to fill gaps and meet needs.

The BluePoint team will analyze needs at individual parks, based on the results of the Asset Inventory and Conditions Assessment. As part of this task, we will also evaluate climate and resilience needs and opportunities within the park system and individual sites.

4.3 Recreation Programming Needs, Gaps and Opportunities

Recreation programs are essential to helping to activate parks and to providing a range of services for community members. Building from the baseline established in Task 2, the BluePoint Team will identify needs and gaps and assess programmatic opportunities. We will consider the potential revenue opportunities and partner availability to create a programmatic approach that is feasible for the Town. For the programs/program areas identified in this task, we will indicate the opportunity for revenue, management, and overall cost implications. More detailed cost assessment and analysis will be developed during the development of recommendations and priorities.

4.4 Facility Needs and Opportunities

BluePoint will identify needs and opportunities for the Town's recreation facilities, based on the initial assessment in Task 2.1. This analysis will identify any significant deficiencies and areas of improvement necessary to bring the facility to the level of service needed to meet the community's needs.

4.5 Organizational and Staffing Analysis

BluePoint will evaluate the organizational structure of the Town and staffing in the Parks and Recreation Department and Landscape Department, reviewing staffing levels for parks and recreation services and operational practices, and key services provided. This will include benchmarking with NRPA data, and the

comparables investigated in Task 4.1. The analysis will inform needs and be incorporated into recommendations and the Final Plan.

This task assumes that the Town will be able to provide budgets, staffing organization charts, and operational policies to BluePoint for analysis.

4.6 Needs Assessment Summary Report

The Needs Assessment Summary Report will bring together all the Task 4 work into a single document that identifies overall gaps and needs for parks, recreation facilities, recreation programs, and staffing and operations. This Assessment will provide a basis from which to draft recommendations in Task 5 and will serve as a comprehensive technical supporting document that connects Master Plan recommendations to community needs.

Deliverables:

- Needs Assessment Summary Report, including Park, Recreation, and Facility Gap Analysis

Task 5: Develop Improvement Alternatives & Master Plan

In this Task, BluePoint will develop and refine the recommendations and implementation components of the Master Plan based on all the work completed to date. Each piece will be refined with staff input, building to the recommendations and strategies that will go into the Master Plan document. This task accomplishes RFP Task 5 and also provides for development of the Master Plan document, which was not specifically included in any of the RFP Tasks. Tasks 5, 6 and 7 are interrelated, as shown in the process diagram.

5.1 Vision and Goals

Based on the community engagement process and the Needs Assessment findings, BluePoint will develop an overarching Vision and Master Plan Goals to focus and direct the development of the Plan and decision-making. The overall vision will lead the Town in developing a park system that serves all community members for the next 5 to 15 years.

The goals will highlight key aspects of the Master Plan and also serve as an organizational structure for recommendations and prioritization. The Town will review and provide feedback on the Vision and Goals framework to inform the rest of the Plan development.

5.2 Draft Recommendations

The BluePoint Team will develop policy recommendations applicable to the entire park system, including recommendations that address climate and resilience. They will include both revisions to existing policies and new policies. These recommendations will define ways to meet needs, promote connectivity and inclusion, maximize assets, implement new initiatives, improve operational effectiveness, and achieve cost efficiencies.



Highlighted recommendations graphic from the Missoula PROST Plan.

5.3 Master Plan Outline and Document Format

The BluePoint Team will develop an annotated outline for the final report with a draft document design for review and feedback by the Town's project manager and other key staff. The Plan will be designed for ease of use and to be graphically engaging. Once the outline and document design are approved, BluePoint will develop a document template. We will develop the template in a format that the Town can edit independently after the plan is adopted.

5.4 Administrative Draft Parks Master Plan

BluePoint will develop the Administrative Draft Master Plan for review by staff. The Administrative Draft Master Plan will be in manuscript/Word format for easier review and commenting. It will incorporate draft material from Tasks 5.1, 5.2 and Tasks 6 and 7. The body of the plan will be readable and usable, with appendices for detailed information. This draft will include the prioritization plan, funding strategy, and implementation matrix, providing a "road map" for action.

5.5 Public Review Parks Master Plan

BluePoint will incorporate comments on the Administrative Draft and will prepare a layout version of the Master Plan for public review. This document will be in the approved graphic design layout format and include maps, graphics, and photographs. BluePoint will provide web- and print-ready PDFs, including a CommunityDoc version that can be used for public commenting.

5.6 Final Parks Master Plan

After receiving comments on the Public Review version of the Master Plan, BluePoint will incorporate changes and comments to finalize the Master Plan. To close out the project, BluePoint will provide high-resolution and web-ready PDFs that meet WCAG accessibility standards, as well as the editable Adobe InDesign files. BluePoint will also transmit digital files of all text, graphics and maps, in formats compatible with the Town's systems and software.

Deliverables:

- Vision and Goals
- Park, Recreation, Landscape Recommendations, including level of service analysis, and sustainability recommendations
- Draft, Public Input, and Final Master Plan

Task 6. Capital Improvement Prioritization

6.1 Capital Improvement Program and Cost Estimates

The BluePoint Team will identify capital projects by site along with cost estimates in a formatted Excel spreadsheet to summarize a capital improvement plan for parks, facilities, and trails based on the results from the Needs Assessment Summary Report and the draft Recommendations. This includes identifying general planning-level costs by unit, acre, or square foot for individual projects and/or potential packages of projects.



Quigley Park Community Center Illustrative Design



Quigley Park Water Play Area



Centennial Park Entry Archway

Recommendations may include renovation or replacement of existing park amenities, accessibility and circulation improvements, landscape and shade improvements, new or expanded recreation amenities, and other high-level physical park/site improvements.

Cost opinions will be prepared at a level appropriate for long-range capital planning and prioritization using representative unit costs, allowances, comparable project costs, and other planning-level cost factors, as appropriate.

Cost opinions are intended to establish relative order-of-magnitude costs for long-range planning and prioritization and will not include detailed quantity takeoffs, construction-document-level estimates, contractor bid estimates, or estimates based upon completed design documents.

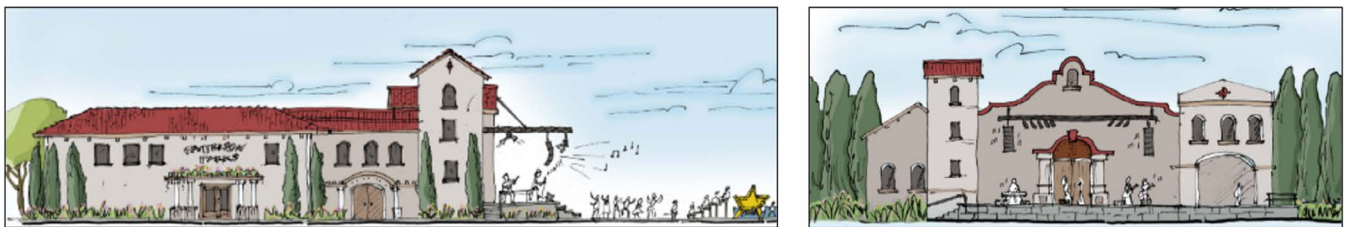
6.2 Concept Plans and Illustrative Renderings

As landscape architects and recreation facility planners, Melton Design Group (MDG) enjoys working on "planning for the future" projects like this because they create opportunities to connect with the community and receive vital feedback to help shape the project. This allows us to explore how the existing facility can be updated while also considering how the surrounding grounds can be planned to accommodate future uses.

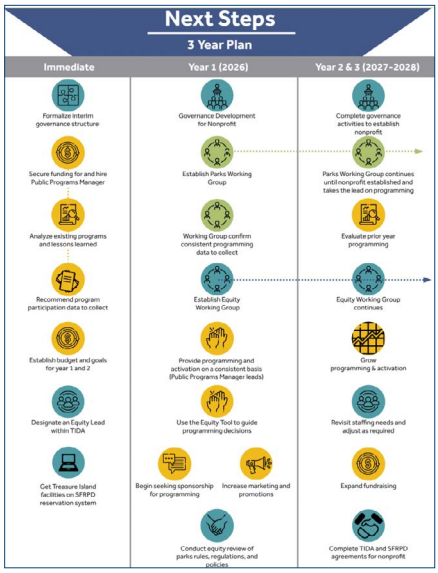
Our process will integrate the Community Center and the surrounding site into the overall Master Plan outreach effort, with dedicated time during community meetings to focus specifically on this facility, the site and input from the community. Using that feedback, we will develop ideas and conceptual designs, similar to our project Quigley Park in Fresno, CA shown to the right.

In addition to an illustrative site plan, we will provide inspiration imagery and conceptual sketches illustrating both the interior and exterior of the proposed new building. Planning for the surrounding grounds will also be informed by the broader outreach process, which will help identify additional recreation amenities that meet the needs of the Discovery Bay community, such as the Water Play rendering shown to the right. The site design can also incorporate landscape and irrigation planning to complement the building.

Another project where we have used a similar process is Centennial Park in Patterson, California. For that project, we are currently working through a comparable community-focused process that incorporates input from the public, city staff and stakeholders to identify priorities, ideas and needs.



Centennial Park Community Center & Amphitheater - Illustrative Design and Section



3 Year Implementation Plan from the Treasure Island Growing an Equitable Parks System Report

The process includes:

1. Community Outreach and Engagement
2. Schematic Designs and Conceptual Floor Plans
3. Architectural Theming and Branding
4. Public Presentation to Public and Staff
5. Finalization of Preferred Concept and Costs

The Centennial Park project is planned to be constructed in phases, so MDG was asked to master plan the entire site to establish a cohesive long-term vision which would support grant and other funding opportunities for future phases. The schematic plans of the Centennial Park community center are currently being used to support a Statewide Park Program (SPP) grant application.

6.3 Project Prioritization Matrix

Based on information received in prior tasks, the BluePoint Team will develop a prioritization process that will be a tool both for regular updates to the implementation plan and for the evaluation of projects and initiatives that may be proposed in the future. We will apply the prioritization tool to develop an implementation plan that identifies short-, medium-, and longer-term priorities.

This will include a set of criteria for scoring and assessing projects and initiatives, enabling the development of an implementation plan and annual work plans. Criteria may include:

- Community values and support
- Service gaps and unmet demand
- Protection of existing infrastructure or creation of operating efficiencies
- Funding and partnership availability
- Internal staffing resources
- Potential revenue generation or economic benefit
- Addressing equity gaps

Using the criteria, the BluePoint Team will develop an evaluation tool and process and test it with staff, using the recommendations developed in previous tasks.

Deliverables:

- Capital Improvement Program and Cost Estimates
- Concept Plans and Illustrative Renderings
- Project Prioritization Matrix

Task 7. Funding Strategies

7.1 Funding Strategy and Matrix

The BluePoint Team will identify potential funding opportunities that the Town is currently not using or maximizing. The funding opportunities memo will identify sources of both capital and operations funding. This memo will set the direction for funding recommendations that go into the Master Plan document. This will include a summary of funding sources, such as grants, partnerships, sponsorship opportunities, and other funding approaches. As part of this Strategy, BluePoint will create a matrix of available grant funding opportunities. This will be integrated into the Implementation Matrix, highlighting what available funding can be tied to recommendations.

Deliverables:

- Funding Strategy Report
- Grant Matrix
- Funding Action Plan

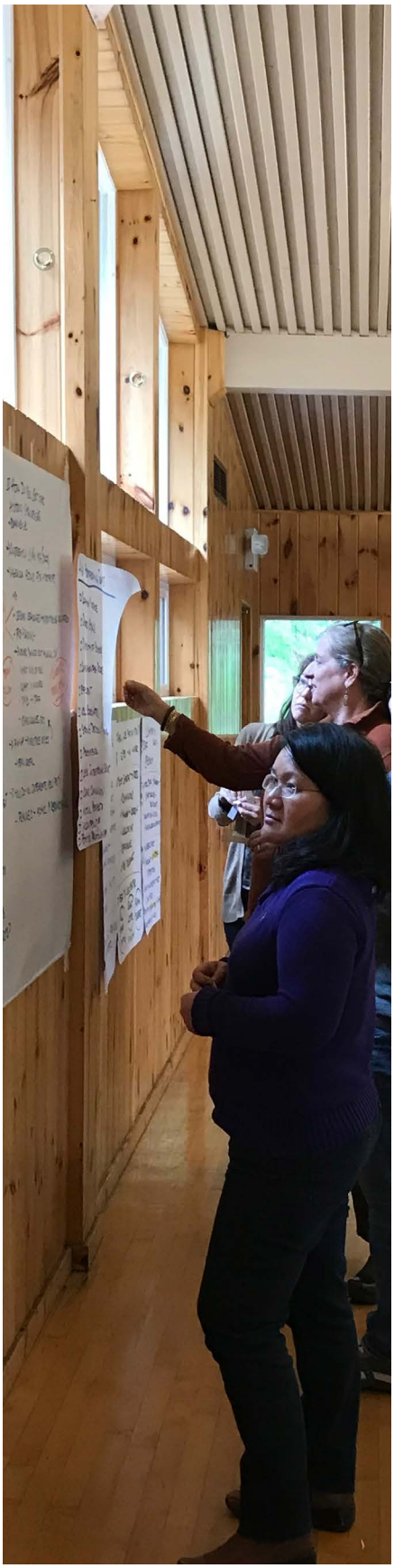
Task 8: Implementation Roadmap

8.1 Implementation Roadmap and Action Matrix

BluePoint will develop an Implementation Roadmap and Action Matrix, creating a plan for implementation of the recommendations developed in Task 5.2 and the capital improvements and prioritization matrix developed in Task 6. Once these items are prioritized, they will be phased accordingly. This will include identifying specific actions, key staff or partners that will need to be engaged, high-level costs identified in the CIP, and funding opportunities. This will serve as an internal tracker for staff to use to monitor progress, readjust as needed, and show progress to decision-makers and the community.

Deliverables:

- Implementation Roadmap, including a Phasing Plan and Action Matrix



Optional Task

The following task could enhance the Master Planning process, but are not critical to developing a Master Plan.

O.1 Landscape and Irrigation Recommendations

MDG will assess existing irrigation system operations across District parks and open space sites through site visits with District staff, review of aerial photography, and evaluation of irrigation controls, programming, coverage, and maintenance practices. The assessment will identify system deficiencies and needs related to irrigation coverage, water pressure, system condition, maintenance, and potential upgrades.

Based on the assessment, the project team will develop site-specific recommendations for irrigation renovations and upgrades and prepare planning-level cost estimates. Findings and recommendations will be reviewed with District staff and refined based on their input. The final deliverable will be an Irrigation Maintenance Assessment and Renovation Report documenting existing conditions, identified needs, recommended improvements, priorities, and estimated costs.

O.2 Additional Conceptual Plans and Illustrative Renderings

MDG can create additional conceptual plans and illustrative renderings, as identified through the project. The approach and scope will be determined based on the level of detail, size of the study area, and community input needed. These costs will be based on the key project table located on page 26.



Mindy facilitating a staff retreat for work planning and prioritizing activities for decarbonization.



Item F.1

4. Project Budget & Other Financial Info

Blue Point planning

Project Budget

The following Project Budget represents the BluePoint Team's estimated budget based on the RFP and the Scope of Work provided in Section 3. We anticipate working closely with the District, if selected, to refine this budget and the scope to ensure we meet the Districts' expectations and desired outcomes. However, we are comfortable that this budget will effectively deliver a high quality, and usable tool for the District.

The detailed scope of work is included in Section 3, with the estimated staffing, hours, and costs included in the budget document.

Disclosures

- BluePoint has not had any significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves the firm in which the firm has been judged guilty or liable within the last five (5) years. There is no negative history to report.
- BluePoint does not have any personal, professional, or financial relationships with any officer and/or employee of the District.

Schedule of Hourly Rates

Below is the schedule of hourly rates for key personnel to do any additional work, if required, during the course of the contract. If additional work is needed throughout the project, BluePoint will develop a cost proposal and new scope of work, detailing the deliverables, staffing, and total cost of any new deliverable.

Staff	Hourly Rate
Mindy Flynn, Principal-in-Charge	$240
Hayley Reda, Project Manager	$195
Lauren Schmitt, Senior Advisor	$205
Allisia Sandoval, Project Associate	$160
Jenny McGlinchey, Project Assistant	$140
Greg Melton, Principal Landscape Architect	$240
Sarah Crossley, MDG Project Manager	$170

4. Project Budget & Other Financial Info

Item F.1

		BluePoint Planning													
		Mindy Flynn *Principal-in-Charge*		*Hayley Reda* *Project Manager*		*Lauren Schmitt* *Senior Advisor*		*Allisia Sandoval* *Project Associate*		*Jenny McGlinchey* *Project Assistant*		*MDG* *Landscape Architect*		**Total Labor**	
	Hourly Rates	240		195		205		160		140					
		Hours	**Cost**	**Hours**	**Cost**	**Hours**	**Cost**	**Hours**	**Cost**	**Hours**	**Cost**	**Hours**	**Cost**	**Hours**	**Cost**
Task 1.	**Project Management**														
1.1	Project Initiation Meeting	1	$240	4	$780	1	$205	4	$640		$0	2	$0	12	$1,865
1.2	Project Management & Biweekly Meetings	12	$2,880	26	$5,070	4	$820	16	$2,560		$0	13	$0	71	$11,330
	Subtotal Task 1	**13**	**$3,120**	**30**	**$5,850**	**5**	**$1,025**	**20**	**$3,200**	**0**	**$0**	**15**	**$2,800**	**83**	**$15,995**
Task 2.	**Existing Asset Inventory and Conditions Assessement**														
2.1	Asset Inventory and Conditions Assessement	8	$1,920	16	$3,120	1	$205	16	$2,560	1	$140	23	$0	65	$7,945
2.2	Recreation Programming Baseline Assessment	1	$240	4	$780	2	$410	4	$640		$0		$0	11	$2,070
2.3	Existing Conditions Summary Report	2	$480	8	$1,560	4	$820	32	$5,120		$0		$0	46	$7,980
	Subtotal Task 2	**11**	**$2,640**	**28**	**$5,460**	**7**	**$1,435**	**52**	**$8,320**	**1**	**$140**	**23**	**$9,490**	**122**	**$27,485**
Task 3.	**Community Engagement**														
3.1	Public Engagement Plan	1	$240	2	$390		$0	4	$640		$0		$0	7	$1,270
3.2	Engagement Window 1: Gaps and Needs	8	$1,920	8	$1,560		$0	24	$3,840	1	$140	5	$0	46	$7,460
3.3	Engagement Window 2: Vision and Goals	12	$2,880	20	$3,900		$0	24	$3,840	1	$140	5	$0	62	$10,760
3.4	Engagement Window 3: Priorities	12	$2,880	20	$3,900		$0	24	$3,840	1	$140	7	$0	64	$10,760
3.5	Collateral Development	2	$480	6	$1,170		$0	12	$1,920		$0		$0	20	$3,570
	Subtotal Task 3	**35**	**$8,400**	**56**	**$10,920**	**0**	**$0**	**88**	**$14,080**	**3**	**$420**	**17**	**$3,220**	**199**	**$37,040**
Task 4.	**Needs Assessment**														
4.1	Demographics, Trends, and Comparables	1	$240	2	$390		$0	16	$2,560		$0		$0	19	$3,190
4.2	Park Needs and Opportunities	2	$480	4	$780	2	$410	8	$1,280		$0		$0	16	$2,950
4.3	Recreation Programming Needs & Opportunities	4	$960	4	$780		$0	4	$640		$0		$0	12	$2,380
4.4	Facility Needs and Opportunities	4	$960	4	$780	2	$410	4	$640		$0		$0	14	$2,790
4.5	Organizational and Staffing Analysis	1	$240	2	$390	8	$1,640	4	$640		$0		$0	15	$2,910
4.6	Needs Assessment Summary Report	4	$960	12	$2,340	4	$820	24	$3,840		$0		$0	44	$7,960
	Subtotal Task 4	**16**	**$3,840**	**28**	**$5,460**	**16**	**$3,280**	**60**	**$9,600**	**0**	**$0**	**0**	**$0**	**120**	**$22,180**
Task 5.	**Develop Improvement Alternatives & Master Plan**														
5.1	Vision and Goals	2	$480	4	$780		$0	4	$640		$0		$0	10	$1,900
5.2	Draft Recommendations	8	$1,920	16	$3,120	8	$1,640	36	$5,760		$0		$0	68	$12,440
5.3	Master Plan Outline and Format	2	$480	8	$1,560		$0	4	$640		$0		$0	14	$2,680
5.4	Administrative Draft	4	$960	24	$4,680	8	$1,640	24	$3,840		$0		$0	60	$11,120
5.5	Public Review	2	$480	12	$2,340		$0	8	$1,280		$0		$0	22	$4,100
5.6	Final Parks Master Plan	2	$480	4	$780	4	$820	24	$3,840		$0		$0	34	$5,920
	Subtotal Task 5	**20**	**$4,800**	**68**	**$13,260**	**20**	**$4,100**	**100**	**$16,000**	**0**	**$0**	**0**	**$0**	**208**	**$38,160**
Task 6.	**Capital Improvement Priorization**														
6.1	Capital Improvement Program and Cost Estimates	2	$480	16	$3,120	4	$820	24	$3,840		$0		$0	46	$8,260
6.2	Concept Plans and Illustrative Renderings		$0		$0		$0		$0		$0	84	$0	84	$0
6.3	Project Prioritization Matrix	2	$480	8	$1,560	2	$410		$0		$0		$0	12	$2,450
	Subtotal Task 6	**4**	**$960**	**24**	**$4,680**	**6**	**$1,230**	**24**	**$3,840**	**0**	**$0**	**84**	**$19,985**	**142**	**$30,695**
Task 7.	**Funding Strategy and Matrix**														
7.1	Funding Strategy and Matrix	2	$480	8	$1,560	4	$820	24	$3,840		$0		$0	38	$6,700
	Subtotal Task 7	**2**	**$480**	**8**	**$1,560**	**4**	**$820**	**24**	**$3,840**	**0**	**$0**	**0**	**$0**	**38**	**$6,700**
Task 8.	**Implementation Roadmap**														
8.1	Implementation Roadmap and Action Matrix	4	$960	16	$3,120	4	$820	24	$3,840		$0		$0	48	$8,740
	Subtotal Task 8	**4**	**$960**	**16**	**$3,120**	**4**	**$820**	**24**	**$3,840**	**0**	**$0**	**0**	**$0**	**48**	**$8,740**
	TOTAL HOURS AND LABOR	**105**	**$25,200**	**258**	**$50,310**	**62**	**$12,710**	**392**	**$62,720**	**4**	**$560**	**139**	**$35,495**	**960**	**$186,995**
	Direct Costs - Includes printing, workshop materials, travel costs														**$4,104**
	Administrative Mark-up on subs														**$3,550**
	TOTAL BUDGET PROPOSAL														**$194,649**
	OPTIONAL TASKS														
	Landscape and Irrigation Analysis and Recommendations		$0		$0		$0		$0		$0	58	$10,160	58	**$10,160**



Item F.1

5. Staffing

Blue Point planning

Item F.1

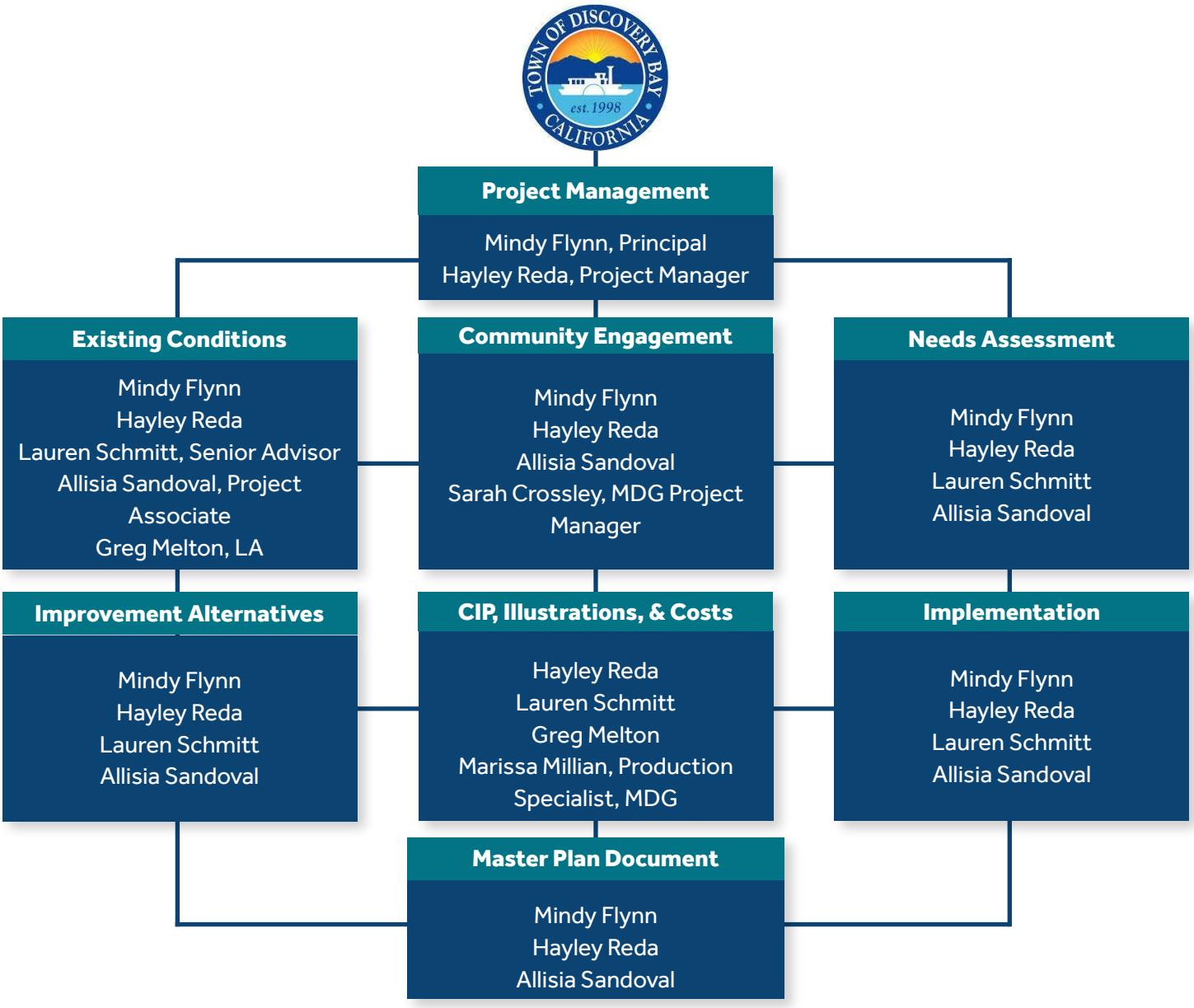
Staffing

BluePoint is proposing an integrated, efficient and experienced team, led by Principal-in-Charge Mindy Flynn and Project Manager Hayley Reda, who will oversee the project and complete the scope of work on time and on budget.

Mindy Flynn, founding principal of BluePoint Planning, will serve as Principal-in-Charge. She has 25-plus years of experience in leading complex planning processes, with strengths in parks and recreation, public engagement, and climate. She will provide overall direction and strategic leadership. Mindy offers a depth of knowledge about parks and recreation facilities and trends and needs, along with a broad understanding of economic development, health and wellness, education, and sustainability.

Hayley Reda will serve as Project Manager and day-to-day project contact. She will ensure that the project stays on track, while allowing enough flexibility to ensure that the final product meets the Town's needs. Hayley has been a key staff and project manager for many parks and recreation master plans, including in the County of San Luis Obispo, Rio Linda-Elverta Park District, Lake County, and the City of Missoula, Montana, to name a few.

The organizational chart below shows how our team is structured and how we will interface and interact with the Town of Discovery Bay. See the staffing matrix on the following page for highlights of staff experience and qualifications. Resumes for each key team member are in the appendix.



Name & Role	Education & Certifications	Selected Similar Projects
Mindy Flynn, Principal-in-Charge, BluePoint Planning	• BA, Social Science, Public Policy and Social Change, University of California, Berkeley	• County of San Luis Obispo Parks and Recreation Master Plan • City of Shasta Lake Parks, Recreation, and Trails Master Plan • County of Lake Parks, Recreation, and Trails Plan • Parks and Recreation Master Plan, Rio Linda Elverta Recreation and Park District
Hayley Reda, Project Manager, BluePoint Planning	• BA, Political Science and Sustainability, University of Michigan	• County of San Luis Obispo Parks and Recreation Master Plan • City of Shasta Lake Parks, Recreation, and Trails Master Plan • City of Missoula Parks, Recreation, Open Space, and Trails Master Plan • County of Lake Parks, Recreation, and Trails Plan • Parks and Recreation Master Plan, Rio Linda Elverta Recreation and Park District
Lauren Schmitt, Senior Advisor, BluePoint Planning	• ASLA • AICP • Master of Landscape Architecture (MLA), University of Washington • BA, Architecture and Urbanism, Smith College	• St. Helena Parks, Recreation and Trails Plan • City of Shasta Lake Parks, Recreation, and Trails Master Plan • City of Missoula Parks, Recreation, Open Space, and Trails Master Plan
Allisia Sandoval, Project Associate, BluePoint Planning	• BS, Conservation Resource Studies with an emphasis in Environmental Science and Economics, University of California, Berkeley	• City of Soledad Parks and Recreation Master Plan, Soledad, CA • Bay Area Air Quality Management District, Strategic Plan Video Development, Bay Area, CA • One Treasure Island Growing and Equitable Park System, Treasure Island/Yerba Buena Island, CA
Greg Melton, Principal Landscape Architect, MDG	• RLA • LEED AP • BS in Landscape Architecture, University of Davis	• Quigley Park, Fresno • Radio Park, Fresno • Mooretown Multi-Use Park, Oroville • Chapman Park, Chico
Sarah Crossley, Senior Project Manager, MDG	• BFA in Interior Architecture, CSU Chico • AS in Interior Design, Butte Community College	• Westacre Park, West Sacramento • Heritage Oaks Park, West Sacramento • General Vang Pao Park, Merced • Sunset Whitney Recreation Area, Rocklin
Marissa Millian, Production Specialist, MDG	• BFA in Interior Architecture, CSU Chico	• Corning City Plaza, Corning • Galli Residence, Chico • Westacre Park, West Sacramento • Heritage Oaks Park, West Sacramento
Jared Gibson, Irrigation Specialist, MDG	• BLA in Landscape Architecture, Cal Poly San Luis Obispo	• Hewitt Park, Oroville • Radio Park, Fresno • Chapman Park, Chico • Riverside Park, Ukiah
Janelle Stone, Marketing and Proposal Coordinator, MDG	• BA in Music, CSU Chico	



Item F.1

5. Project Experience & References

Blue Point planning



BluePoint References

County of San Luis Obispo Parks and Recreation Master Plan

Reference Contact: Mary Hofmockel, Parks Development Manager, County of San Luis Obispo Parks and Recreation Department

145 Prado Road, San Luis Obispo, CA 93408
(805) 781-5209
mhofmockel@co.slo.ca.us

Key Staff: Mindy Flynn, Hayley Reda, Lauren Schmitt

Project Budget: $199,550

Rio Linda-Elverta Recreation and Park Master Plan

Reference Contact: Mike Heller, General Manager, Rio Linda Elverta Recreation and Park District

810 Oak Lane, Rio Linda, CA 95673
(916) 991-8110
mheller@rleparks.com

Key Staff: Mindy Flynn, Hayley Reda

Project Budget: $119,050



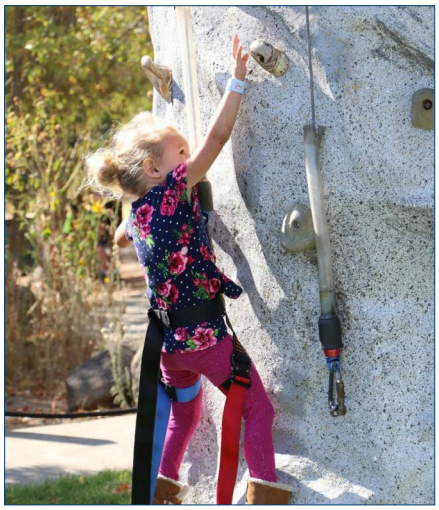
City of Shasta Lake

Reference Contact: Peter Bird, Senior Planner, City of Shasta Lake Planning Division

4477 Main Street, Shasta Lake, CA 96019
(530) 275-7416
pbird@cityofshastalake.gov

Key Staff: Mindy Flynn, Hayley Reda, Lauren Schmitt

Project Budget: $268,760



Melton Design Group References

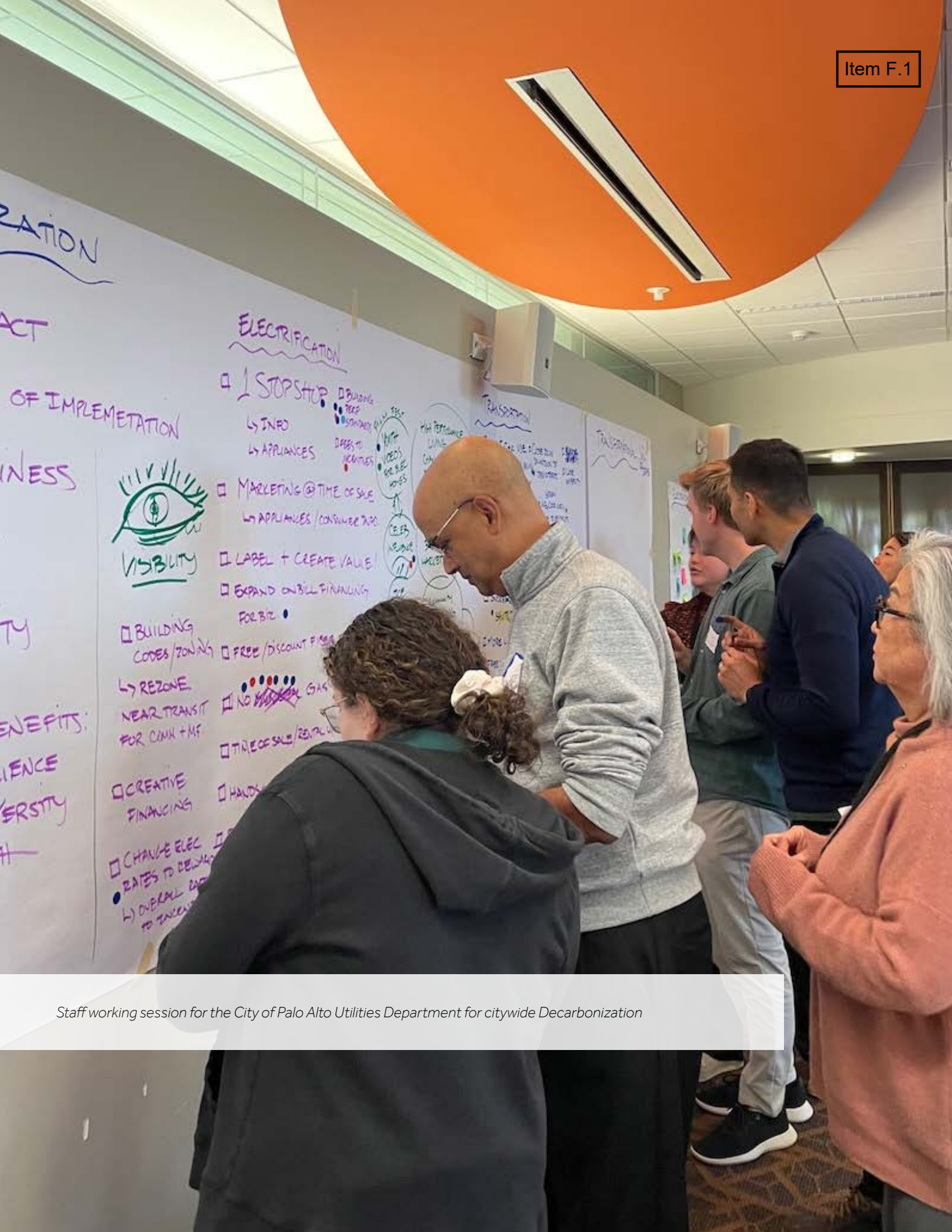
Heritage Oaks Park Renovation

Reference Contact: Chris Surawski, City of West Sacramento

1110 W Capitol Ave, West Sacramento, CA 95691
(916) 617-4816
ChrisS@cityofwestsacramento.org

Key Staff: Greg Melton

Project Budget: Design Fee: $489,000, Project Cost: $5,693,000

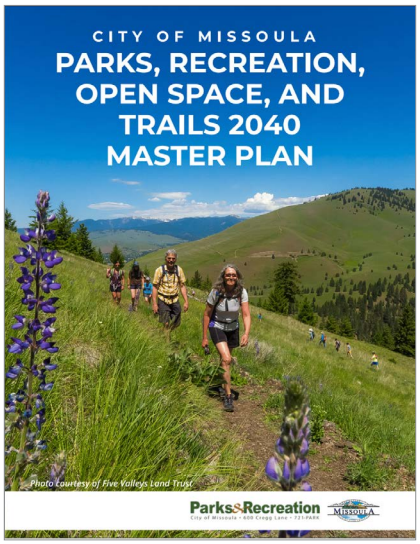


Staff working session for the City of Palo Alto Utilities Department for citywide Decarbonization

Item F.1

City of Missoula Parks, Recreation, Open Space, and Trails Master Plan





Recommendations Graphic

Plan Cover

Project Location:
City of Missoula, Montana

Project Status:
Completed in 2025

Population of Community:
78,903

Project Duration:
August 2023 - September 2025

Cost of Master Planning Effort:
$249,643

Project Owner:
Zac Covington, AICP, Planning and Land Acquisitions Manager/Open Space Program Manager, City of Missoula, Parks and Recreation

600 Cregg Ln, Missoula, MT 59801
covingtonz@ci.missoula.mt.us
406-552-6267

Staffing
Mindy Flynn, Principal-in-Charge

Lauren Schmitt, Project Manager

Hayley Reda, Deputy Project Manager, Main Point of Contact

Key Outcomes: Established a comprehensive plan to empower the city to improve its services, facilities and operations, while ensuring that it results in a city that is more equitable, climate-resilient, and urban.

BluePoint Planning worked with the City of Missoula's Parks and Recreation Department to develop a Parks, Recreation, Open Space, and Trails Master Plan (PROST Plan). The PROST Plan is serving as a blueprint for the next 15 years of services to residents.

The Plan was developed with a comprehensive public engagement approach, including co-managing a Community Working Group with the City and University of Montana staff. The Community Working Group was composed of 18 Missoulians representing a diversity of voices and perspectives. Over a series of twelve meetings, BluePoint and City staff worked with the Community Working Group to evaluate and bolster community engagement, refine and vet strategies and recommendations, and ultimately recommend to City Council the adoption of the Plan.

In the initial phase of the project, BluePoint developed a comprehensive overview of the current system, based on findings from community engagement, system assessment and inventory, and planning context, ultimately leading to the identification of key gaps and needs for the system.

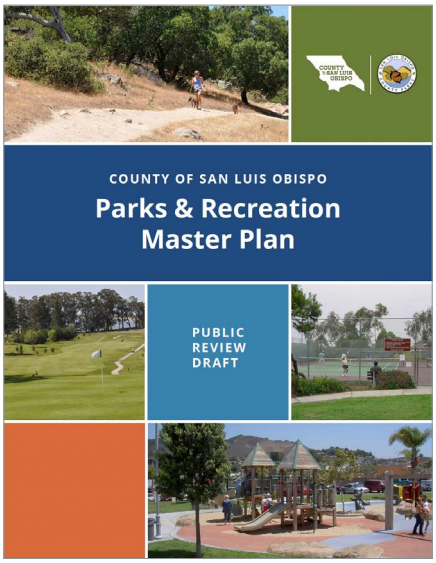
During the second phase, BluePoint developed strategies to address those gaps and needs and worked to vet them with the community and key stakeholders. Additionally, the BluePoint team developed the Plan's vision, guiding principles, and goals based on community input.

Lastly, in the third phase, BluePoint finalized recommendations and developed tools to help the City effectively implement the Plan. These strategic recommendations address staffing and operational concerns, including staff retention, professional development, and succession.

Item F.1

County of San Luis Obispo Comprehensive Systemwide Parks and Recreation Master Plan





Pop-Up Activity in Community Park,

Draft Plan Cover

Project Location:
County of San Luis Obispo

Project Status:
Anticipated completion March 2027

Population of Community:
282,581

Project Duration:
July 2025 - Ongoing

Cost of Master Planning Effort:
$199,550

Project Owner:
Mary Hofmockel, Parks Development Manager, County of San Luis Obispo Parks and Recreation Department

mhofmockel@co.slo.ca.us
(805) 781-5209

Staffing
Mindy Flynn, Principal-in-Charge

Hayley Reda, Project Manager, Main Point of Contact

Lauren Schmitt, Senior Project Manager

Key Outcomes: Worked with County staff and stakeholders to deliver a Master Plan that addresses operational challenges and funding gaps, while advocating for future improvements.

BluePoint Planning is currently working with the County of San Luis Obispo to develop a Parks and Recreation Master Plan. This Master Plan will be the framework for guiding the County forward in the development of a sustainable county parks and recreation system, focusing on providing recreation services to the unincorporated communities.

At a Countywide scale, there are unique challenges and opportunities that will be taken in to consideration throughout the planning process. BluePoint is working with the County to identify funding opportunities, evaluate staffing and operations, and develop a pathway to a sustainable system of parks and recreation opportunities.

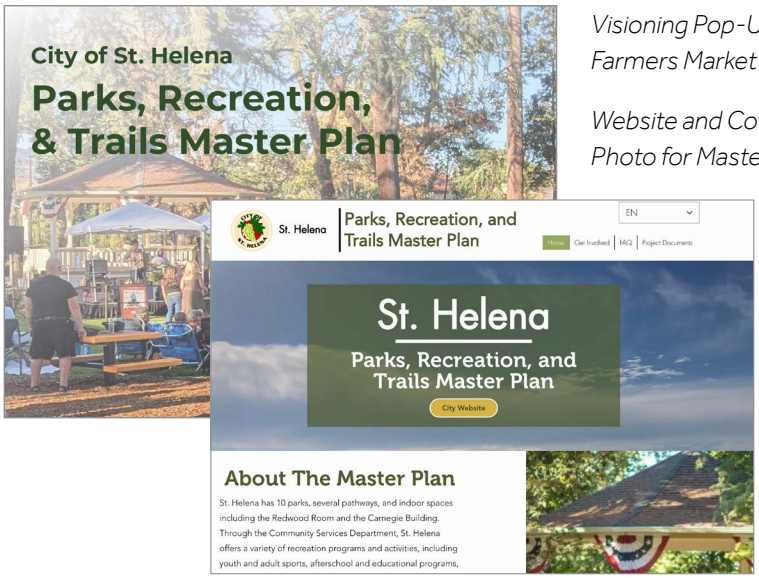
The planning process will help the County understand the countywide inventory of parks, facilities, and trails, and the baseline of services, leveraging the County's GIS and other existing data sources. Through an inclusive public process, San Luis Obispo County will develop an understanding of community priorities and needs that will inform the strategies, policies, and project recommendations to meet parks, recreation, and trails demands and inform the General Plan Amendment. Finally, the planning process will culminate with an implementation plan with clear priorities to guide operations, capital investments, and program and policy development over the next ten years.

The Master Plan is expected to be complete in early 2027.

Item F.1

St. Helena Parks, Recreation, and Trails Master Plan





Visioning Pop-Ups at Farmers Market

Website and Cover Photo for Master Plan

Project Location:
City of St. Helena, CA

Project Status:
Anticipated completion December 2026

Population of Community:
5,194

Project Duration:
Februrary 2025 - Ongoing

Cost of Master Planning Effort:
$124,714

Project Owner:
Community Services,
City of St. Helena

asylvester@cityofsthelena.gov
(707) 967-2736

Staffing
Mindy Flynn, Principal-in-Charge

Lauren Schmitt, Project Manager, Main Point of Contact

Key Outcomes: Developed the first-ever parks, recreation, and trails master plan with strategic recommendations to enliven parks with programming and activities, with a set of immediate deliverables as well as longer term improvements.

BluePoint developed the City of St. Helena's first parks, recreation and trails plan, slated for adoption in July 2026. St. Helena is a small city in Napa County and is a popular tourist destination for its vineyards and culinary scene.

The Master Plan was developed with robust community engagement to ensure that the Plan represents the needs and desires of community members. An Advisory Group provided guidance throughout the process, as did the Parks and Recreation Commission. The broader public engagement process consisted of in-person opportunities paired with online activities, including stakeholder and staff focus groups and interviews, an online community needs survey, community visioning and prioritization pop-ups, an online prioritization activity, and the project website (www.sthelenaparksplan.com/).

BluePoint developed an analysis of the planning context, an Existing Conditions Analysis, a Park Inventory and Condition Assessment, and a multi-layered Needs Assessment tailored to the city's context. In addition, BluePoint reviewed existing General Plan policies and designed the Master Plan to align with the General Plan and related city and county planning documents.

BluePoint also conducted a staffing and operations analysis, as well as a revenue analysis. These analyses were the basis for developing recommendations within the Master Plan for improving maintenance operations, identifying new funding sources, and meeting the needs of the city's evolving demographics.

City Council adoption is planned for late 2026. The adoption process was paused for three months due to a change in the City Manager.



Heritage Oaks Park Renovation

West Sacramento, CA

Dates: 2023 – 2026 (under construction)
Design Fee: $489,000
Project Cost: $5,693,000
Contact: Chris Surawski, City of West Sacramento, (916)617-4816 / ChrisS@cityofwestsacramento.org

Relevant Staff Roles:
Greg Melton, Principal
Sarah Crossley, Project Manager
Marissa Millan, Project Designer

Heritage Oaks Park is undergoing a bold transformation into a community destination rooted in wellness, culture and play. Designed in collaboration with the Yocha Dehe Wintun Nation, the renovated park will celebrate local heritage while offering dynamic features for all ages and abilities.

Highlights include a custom-themed playground, a nature-inspired spray ground and an all-wheel concrete pump track designed for skaters and cyclists. A multi-use sports field supports active recreation, while a reflexology path and pollinator garden invite moments of quiet reflection and connection to nature.

This revitalized park reflects a shared commitment to cultural relevance, community health and inclusive design. Through thoughtful collaboration and meaningful features, Heritage Oaks Park will stand as a lasting symbol of pride, engagement and joyful outdoor experience for generations to come.





Project Elements:

- Reflexology Path
- Restroom Building with Changing Rooms, Concession and Storage
- Spray Ground
- Stormwater Capture Basins
- Outdoor Classroom
- Scenic Overlook to Heritage Oaks and Elderberry Glen
- Interpretive Panels
- Large Parking Area for Events
- Basalt Column Fountain
- Picnic Area













Item F.1

Appenix



Blue Point planning

What Makes Us Different

1. Long-term relationships with our clients.

We do not pop in and out, we are there for our clients, making sure they are successful and that our deliverables help them do their work more effectively.

2. Parks are a passion, not just work.

When we start on a parks planning project, we want to not just look at them as a consultant, but to experience them as a user. We walk each trail, test out each park, and embed ourselves into the community as much as possible to ensure authentic and deep understanding.

3. More than "Parks" - the connective link for the community.

We approach our parks and recreation projects recognizing that the role of parks and recreation is bigger than the traditional definition. We think about parks as a part of community health, a mechanism to help mitigate and address climate issues, a space to create and support community character, and an economic engine for long-term community development and more.

4. Cohesive, long-term Team.

Our team has been working together on parks and recreation plans together for over a decade. The BluePoint Planning Team is aligned and compliment each other skills to create a streamlined and powerhouse group.

5. We are fun!

You will like working with us! We deliver on the project, but while doing it, we are able to manage and support you without stress, with a positive attitude, and a shared goal to make the effort a success.











Mindy Flynn | Principal

Mindy is the owner of BluePoint Planning and offers over 25 years of experience providing policy and community planning, facilitation, outreach, and communications services to government organizations throughout California and the United States. Mindy provides technical climate and resilience planning, facilities and educational master planning for higher education, and capabilities with extensive stakeholder engagement and communication skills.

Mindy is a **seasoned facilitator** and **communications professional** with the ability to employ a range of methods to get meaningful input - both internal and external - into planning efforts, build support, and educate stakeholders. In addition, Mindy's educational and professional background has contributed to her ability to effectively **research and collect technical and quantitative data and translate that into meaningful, results-oriented documents**, and layperson communication materials to ensure effective buy in and implementation.

Mindy is a dedicated and passionate professional interested and experienced in a range of areas including climate, natural and working lands, parks, energy, and overall policy. Her small business has enabled her to be agile and work in more sectors and areas than a typical firm. Her projects vary from large-scale, state and regional efforts with multiple subconsultants and partners to smaller non-profits or small communities. Mindy's clients are generally public organization and agencies, where she acts as an extension of staff, offering trusted expertise to assist on a broad range of complex planning and policy projects. She provides a balance of organizational capabilities and content knowledge allowing for the most effective project management. As a principal level consultant, Mindy is able to easily work with all levels of personnel from administration staff and CEOs, to Commissioner and City Managers.

Mindy is the founder of the **RAPID Climate Accelerator** and is a special advisor to the national **Abundance Network**. Both efforts are designed to support public entities to be more innovative, effective and impactful in their work through prioritized actionable strategy and organization coherence.

Education

Bachelor of Arts, Social Science, Public Policy and Social Change, University of California, Berkeley, Graduated with High Honors.

Expertise

- 25 + years Parks and Recreation expertise for government agencies
- Programming, operations and revenue analysis for sports and recreation centers.
- 25 + years Strategic Planning expertise for government agencies
- 25 + years Facilitation and Stakeholder Engagement, with large multifaceted groups related to complex topics
- Equitable and inclusive outreach and engagement
- Strategic Communications
- Lead for all of the projects referenced in the submittal.

Organizations

- Board Member (Previous Board President), ReScape California, 2019-current
- Founder and Project Lead, RAPID Climate Accelerator, 2020
- Former Board President, America Walks
- Former Member, Complete Streets National Steering Committee

Affiliations

- Advisor to the Abundance Network
- National Recreation and Parks Association
- Association of Adaptation Professionals (ASAP)



Relevant Project Experience

- County of San Luis Obispo Parks and Recreation Master Plan, SLO County, CA
- City of Shasta Lake Parks, Recreation, and Trails Master Plan, City of Shasta Lake, CA
- City of Missoula Parks, Recreation, Open Space, and Trails Master Plan, Missoula, MT
- County of Lake Parks, Recreation, and Trails Plan Lake County, CA
- Parks and Recreation Master Plan, Rio Linda Elverta Recreation and Park District, CA
- City of St. Louis Sustainability & Climate Plan, St. Louis, MO
- California Climate Adaptation Strategy, California Natural Resources Agency, CA
- Climate Resilience Strategy for California Agriculture, California Department of Food and Agriculture, CA
- Climate Change Adaptation Plan and Outreach, County of Santa Barbara, CA
- Bay Area Air District Strategic Plan, Bay Area, CA

Hayley Reda | Project Manager

Hayley Reda is a Senior Associate and Project Manager with BluePoint Planning. She works on a range of projects including parks and recreation master plans, climate adaptation and climate plans, equitable community outreach, and strategic planning. Hayley's attention to detail and problem-solving mindset allows her to keep projects on track, while ensuring that there is enough flexibility to meet the needs of the community.

Currently, Hayley is serving as the Project Manager for the **County of San Luis Obispo Park and Recreation Master Plan.** By focusing on prioritizing the County's resources and identifying key services for the community, the Plan will help the County meet the needs of the community with the resources available. She is also the Project Manager for the **City of Shasta Lake's Parks, Recreation, and Trails Master Plan,** creating a long-term vision for a rapidly changing city.

Previously, she worked on the **Parks, Recreation, Open Space and Trails Master Plan for the City of Missoula, MT**. This Master Plan is incorporating the City's three lenses of Climate, Equity, and Housing, highlighting the important role that park systems play in a community.

Hayley also completed the **County of Lake's Parks, Recreation, and Trails Master Plan**. This Plan addressed the unique challenges and opportunities facing a County parks system, while incorporating climate and resiliency into the Plan development.

Additionally, Hayley helped **Rio Linda Eleverta Recreation and Parks District** complete their Parks and Recreation Master Plan where she worked closely with the staff and community members to develop six clear parks and recreation goals, and a focused implementation plan. Hayley emphasized the importance of climate impacts on Parks and Recreation and integrated nature-based solutions and a climate chapter into the Plan.

Speaking Engagements

2023 California Adaptation Forum, "Moving from Vulnerability Assessments to Implementable Adaptation Plans"

Education

Bachelor of Arts in Political Science and Sustainability, University of Michigan



Lauren Schmitt, ASLA, AICP | Senior Consultant

A practicing landscape architect and planner for more than 25 years, Lauren engages in parks and recreation planning projects at multiple scales and from multiple perspectives, working with a diverse range of client types including cities, special districts, regional agencies, counties and non-profits.

Lauren's curiosity and knack for problem-solving lend themselves naturally to the analysis and assessment of projects, enabling her to ask the right questions from the outset and put projects and organizations on a path to positive outcomes. An intuitive process designer, she engages stakeholders and community members through participatory and inclusive approaches to planning and design, finding common ground and leading to strategic solutions that keep project and community momentum moving forward.

Lauren left a multi-disciplinary planning and design firm after a 19-year tenure as a firm principal and practice leader. In late 2021, she began working independently with BluePoint, renewing her prior relationship with Mindy Craig forged during their time working together prior to Mindy's establishment of BluePoint Planning.

Relevant Project Experience

- St. Helena Parks, Recreation and Trails Plan, California
- Lake County Parks, Recreation and Trails Plan, California
- Missoula Parks, Recreation, Open Space and Trails Plan, Montana
- Growing an Equitable Park System, Treasure Island, San Francisco, California
- San Luis Obispo County Parks and Recreation Plan, California
- City of Shasta Lake Parks and Recreation Master Plan, California
- Bay Area Air Quality Management District
  Strategic Plan, California
- Regional and Rural Needs Assessment, Los Angeles County, California
- Gardens of Golden Gate Park Strategic
  Partnership Project, San Francisco, California
- Cosumnes CSD Parks and Recreation Master Plan, Elk Grove, California
- Hueneme Parks Master Plan, Port Hueneme, California
- Mountain House CSD Recreation Business Plan
- Burlingame Parks Plan, California

Selected Presentations

Presenter, Achieving Workplace Equity: Strategies for Moving from Awareness to Power Shift, ASLA National Conference (2022)

Speaker, River Access Walking Tour, Association of Bicycle and Pedestrian Professionals Conference (2019)

Education

University of Washington, Seattle, WA – Master of Landscape Architecture (MLA)

Smith College, Northampton, MA – Bachelor of Arts (BA), Architecture and Urbanism



Allisia Sandoval | Project Associate

Allisia Sandoval is a seasoned Project Associate with BluePoint Planning working on a range of projects, from equitable community outreach and engagement, climate resilience, graphic design and communications, and regional and state energy planning. In her current role, Allisia is an experienced associate responsible for the day-to-day support, communication, and timely progression of projects. Allisia offers support by managing schedules, producing draft deliverables of written documents, effective outreach material and engaging accessible activities.

Allisia is currently working on the **Contra Costa County Sea Level Rise Adaptation** leading the engagement effort for the Urban and Rural Delta Communities. Allisia has supported the outreach, engagement, communications, and recruitment of community cohort members. As the plan continues the cohorts will play a vital role ensuring the community is heard and represented in the plan.

Allisia is currently working with **Santa Cruz County** to complete their S**ea Level Rise Vulnerability Assessment and LCP Ammendment** study. Allisia is leading engagement, ensuring to bring in diverse perspectives throughout the County while managing complex stakeholder relationships to ensure this plan is grounded in community need while translating complex technical data into easy-to-understand activities. To promote transparency with the community, Allisia has designed and organized, community listening sessions, workshops, online activities, and a Community Working Group.

Allisia recently completed leading the engagement for the **Inland Regional Energy Network (I-REN) Business Plan Development**, engaging industry experts, community based organizations, and local governments to guide the focus and development of customer programs for the next cycle. Allisia previously supported I-REN in the development of their Strategic Pan and has supported in annual strategic updates including Staff and Executive Committee strategic retreats, industry and performance surveys, and stakeholder engagement.

Education

Bachelor of Science in Conservation Resource Studies with an emphasis in Environmental Science and Economics, University of California, Berkeley

Relevant Project Experience

- Contra Costa County Sea Level Rise Adaptation Plan, Contra Costa County, CA
- Santa Cruz County Sea Level Rise Vulnerability Assessment and Local Coastal Amendment, Santa Cruz County, CA
- Inland Regional Energy Network (I-REN) 2028-2035 Business Plan and 2023-2027 Organizational Strategic Plan, Inland Empire, CA
- City of Soledad Parks and Recreation Master Plan, Soledad, CA
- Bay Area Air Quality Management District, Strategic Plan Video Development, Bay Area, CA
- One Treasure Island Growing and Equitable Park System, Treasure Island/Yerba Buena Island, CA
- California Department of Food and Agriculture, Climate Resilience Strategy, CA
- City of Campbell Climate Action and Adaptation Plan, Campbell, CA



GREG MELTON, RLA, LEED AP
PRINCIPAL LANDSCAPE ARCHITECT

Greg Melton has been planning and designing recreation facilities for over 25 years, providing many north state cities and counties with successful design and planning services.

One of Greg's most valued assets is his ability to see and help clients understand the big picture of a project; how a person may experience a project site, understanding the relationship with a site's history and translating these aspects into a physical and visual experience that is informative, fun, and aesthetically pleasing. All good design ideas need to be vetted against our quality control. All projects deserve quality materials for longevity and operation.

EXPERIENCE

Melton Design Group, Inc.
Landscape Architects and Planners, Chico, CA – Principal
Land Image
Landscape Architects and Planners, Chico, CA – Principal

PROJECT EXPERIENCE

- Quigley Park, Fresno
- Radio Park, Fresno
- Mooretown Multi-Use Park, Oroville
- Chapman Park, Chico

Education

BS in Landscape Architecture, University of Davis 1990
BS in Horticulture and Recreation Planning, CSU Chico 1988

Registration

California Landscape Architect License #4217

Awards

2025 California Parks and Recreation Society (CPRS) Design Excellence Park Planning

2021 California Parks and Recreation Society (CPRS) Design Excellence Park Planning

Professional Affiliations

California Parks and Recreation Society
American Society of Landscape Architects



SARAH CROSSLEY
SENIOR PROJECT MANAGER

Sarah Crossley joined the MDG team in 2015. She is passionate about everything she does, including upcycling furniture, wood-working, gardening, nature walks and, most of all, designing people's spaces, both inside and out. She also studies Design Psychology, bringing the "WHY" into our design solutions, feeding the creativity and functionality of MDG designs.

Her background in architectural design brings a unique aesthetic to MDG, which can be seen through her mission to create spaces that allow the user to truly thrive. Sarah is an asset at managing and motivating our team and our projects. She is excited to take the next steps to obtain her Landscape Architect License.

PROJECT EXPERIENCE

- Westacre Park, West Sacramento
- Heritage Oaks Park, West Sacramento
- General Vang Pao Park, Merced
- Sunset Whitney Recreation Area, Rocklin

Education

BFA in Interior Architecture – CSU, Chico, 2015

AS in Interior Design – Butte Community College, Chico 2010

Committees / Activities / Affiliations

California Parks and Recreation Society

American Society of Landscape Architects - ASLA

Women in Construction (WIC) – 2022

MDG TEAM MEMBERS



MARISSA MILLIAN, Production Specialist
Melton Design Group, Inc.: 2024 to Present

Marissa joined the MDG team in January 2024. She is passionate about creating sustainable and visually appealing spaces, while bringing a unique blend of creativity and technical expertise to her work. Her commitment to thoughtful design prioritizes functionality and client experience. With a background in residential design, Marissa seamlessly integrates her creativity and fresh ideas into all her work. Whether designing parks or residential projects, her teamwork and dedication shines through in every project.

EDUCATION
BFA in Interior Architecture, CSU, Chico, 2017

SELECT PROJECT EXPERIENCE
- Corning City Plaza, Corning
- Galli Residence, Chico
- Westacre Park, West Sac.
- Heritage Oaks Park, West Sac.



JARED GIBSON, Irrigation Specialist
Melton Design Group, Inc.: 2021 to Present

After graduating from Cal Poly San Luis Obispo with a degree in landscape architecture, Jared began his career drafting plans for a landscape contractor in Chico. He then worked for a design-build firm in Roseville before joining the MDG Team in 2021. At MDG, he produces construction document sets, ensuring thoroughness, accuracy, and consistency throughout the whole process. His expertise lies in irrigation and planting design, and he is currently studying to become licensed as a landscape architect.

EDUCATION
BLA in Landscape Architecture, Cal Poly San Luis Obispo, 2014

SELECT PROJECT EXPERIENCE
- Hewitt Park, Oroville
- Radio Park, Fresno
- Chapman Park, Chico
- Riverside Park, Ukiah



JANELLE STONE, Marketing & Proposal Coordinator
Melton Design Group, Inc.: 2023 to Present

Janelle joined the MDG Team in 2023. After graduating from CSU, Chico with a degree in Music, she switched gears and started her career in human resources and marketing. She brings over 4 years of experience from the construction industry and 3 years of experience from Big Tech to the table. She has learned many versatile skills over the years and is very adaptable. Janelle's expertise and dedication to the team make her the go-to person for representing MDG at conferences, overseeing the company's marketing initiatives, project proposals and Master Plan Document Preparation.

EDUCATION
BA in Music, CSU, Chico, 2016

Item F.2

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Recommendation to Select and Award a Contract for the Swimming Pool Shade Structure Project

Meeting Date: November 4, 2026

Prepared By: Monica Gallo, Park & Landscape Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Parks & Recreation Committee make the following recommendation to the Board of Directors:

- Review and discuss pool shade structure options and make a recommendation to the Board of Directors to select a pool shade design and vendor.

EXECUTIVE SUMMARY:

In June 2025, the Town of Discovery Bay was awarded $150,000 in Measure X Parks & Recreation funding from the Office of Supervisor Diane Burgis to fund improvement projects at the Community Center.

The first project involved removing the river rock in front of the pickleball courts and installing synthetic turf to create a more welcoming space for residents to sit and enjoy. This project was successfully completed in summer 2026 at a cost of $53,570 of which $44,081 was Measure X dollars and $9,489 was from the 2018 Parks Bond Act Per Capita Grant Program.

The second project is the selection and installation of a shade structure over the shallow end of the Community Center swimming pool. The addition of shade will help reduce direct sun exposure for children and other pool users, particularly those participating in swim lessons and recreational activities in the shallow end. Providing shade will improve comfort for families and patrons, support a safer and more enjoyable aquatic environment, and help mitigate prolonged exposure to ultraviolet (UV) radiation during the summer months. This improvement will enhance the overall usability of the pool facility and demonstrate the Town's continued commitment to public safety, community recreation, and the long-term improvement of its recreational amenities.

Staff obtained the following three proposals for the Committee's consideration:

1. **MRC/GameTime (Superior Shade)** - $77,709.19
2. **USA Shade** - $92,124.17
3. **Pacific Shade Sails** - $130,508.51

Staff recommends that the Committee review the attached proposals and designs and provide a recommendation to the Board of Directors regarding the preferred shade structure option for the Community Center swimming pool.

FISCAL IMPACT:

$105,919 in Measure X Parks & Recreation Funding remains available and must be completely expended or returned to Contra Costa County.

If the Pacific Shade Sails quote is selected $24,589.81 in funding is available from the 5-Year CIP to cover the balance.

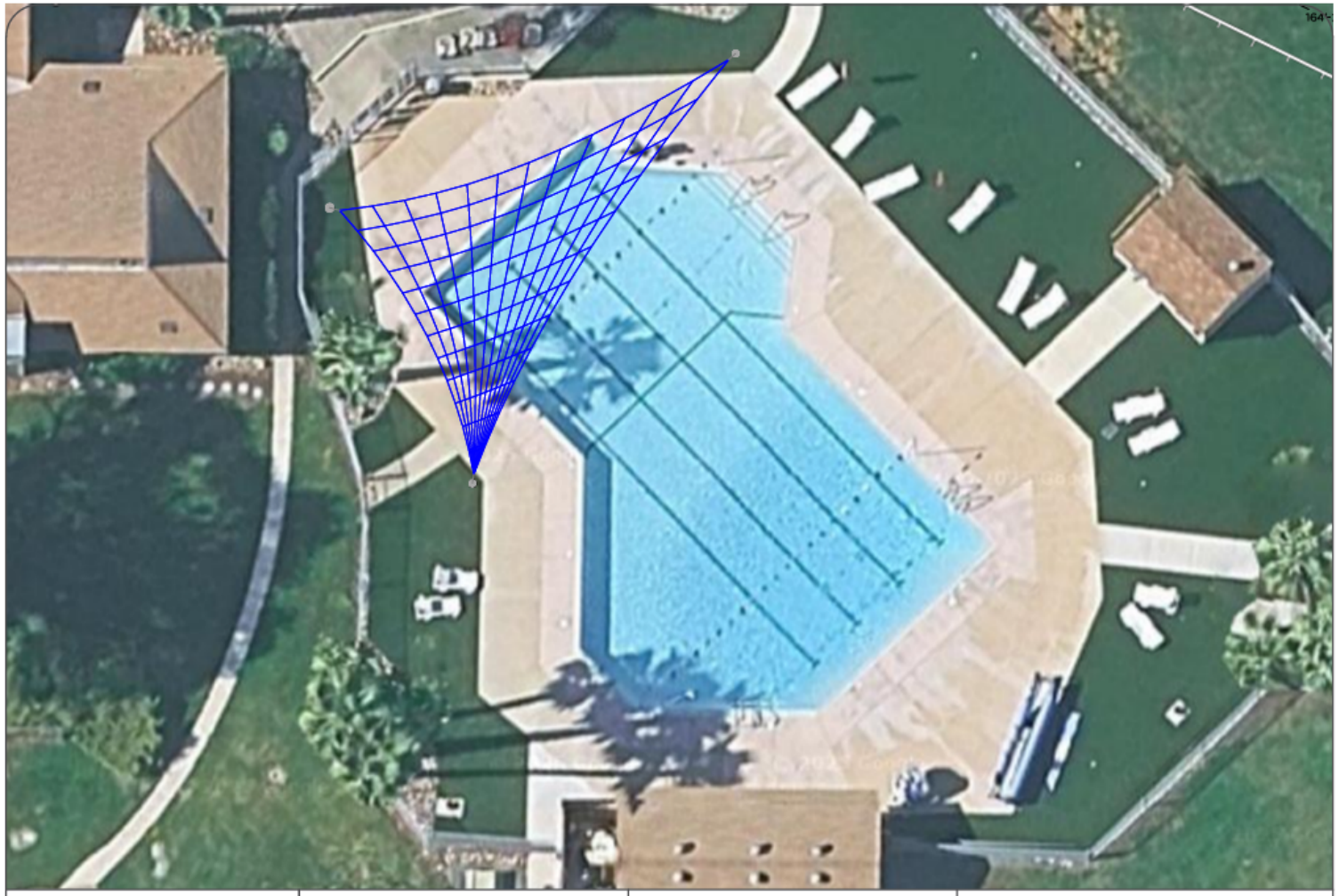
PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

N/A

ATTACHMENTS:

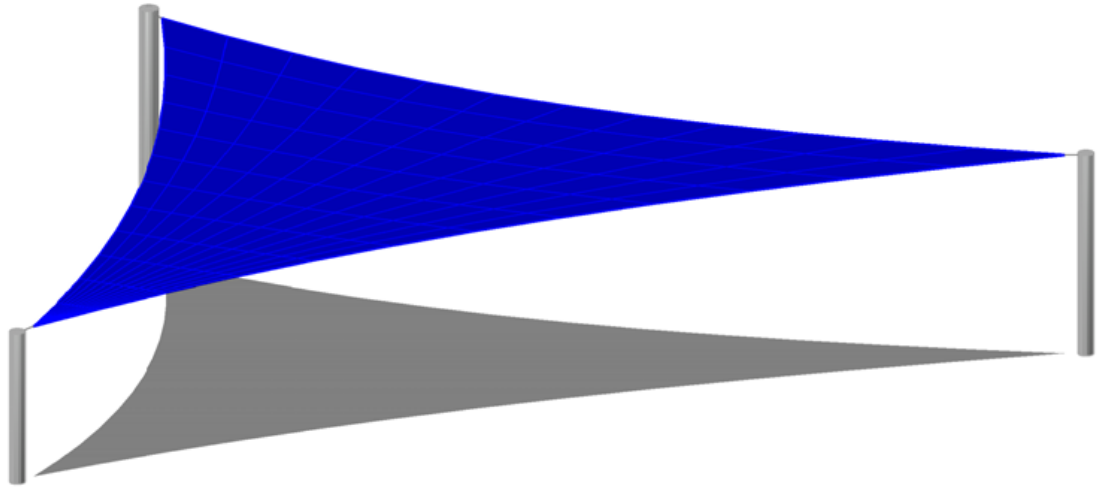
1. MRC/GameTime (Superior Shade) Quote and Design
2. USA Shade Quote and Design
3. Pacific Shade Quote and Design

Superior Shade/MRC GameTime



Superior Shade	PROJECT NAME: DISCOVER BAY COMMUNITY CENTER QUOTE: QUO0312129 TITLE: Proposal	DATE: 8/29/2025 DRAWN BY: JSJ SCALE: Not to Scale SHEET: 1 of 1	*These drawings are for reference only and should not be used as construction details. They show the general character and rough dimensions of the structural features. Superior Recreation Products is not responsible for deviation of final shade dimensions. All final dimensions must be verified in the field by the customer. Exact spans, fasteners, materials, and foundations can be determined by a licensed professional engineer upon request.*

Superior Shade/MRC GameTime



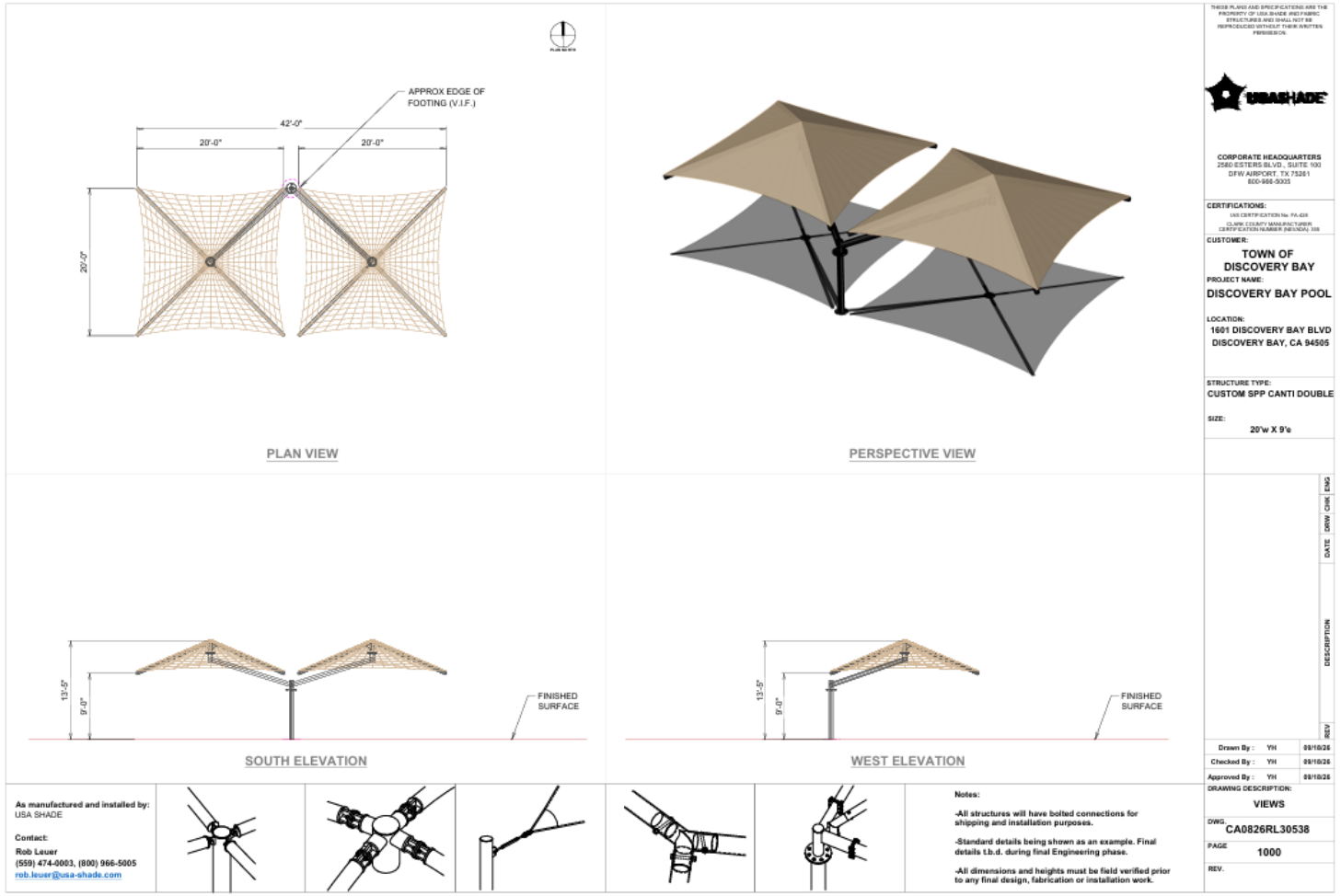
Superior Shade	PROJECT NAME DISCOVER BAY COMMUNITY CENTER QUOTE QUO0312129 TITLE Proposal	DATE 8/29/2025 DRAWN BY JSJ SCALE Not to Scale SHEET 1 of 1	*These drawings are for reference only and should not be used as construction details. They show the general character and rough dimensions of the structural features. Superior Recreation Products is not responsible for deviation of final shade dimensions. All final dimensions must be verified in the field by the customer. Exact spans, fasteners, materials, and foundations can be determined by a licensed professional engineer upon request.*	

Item F.2

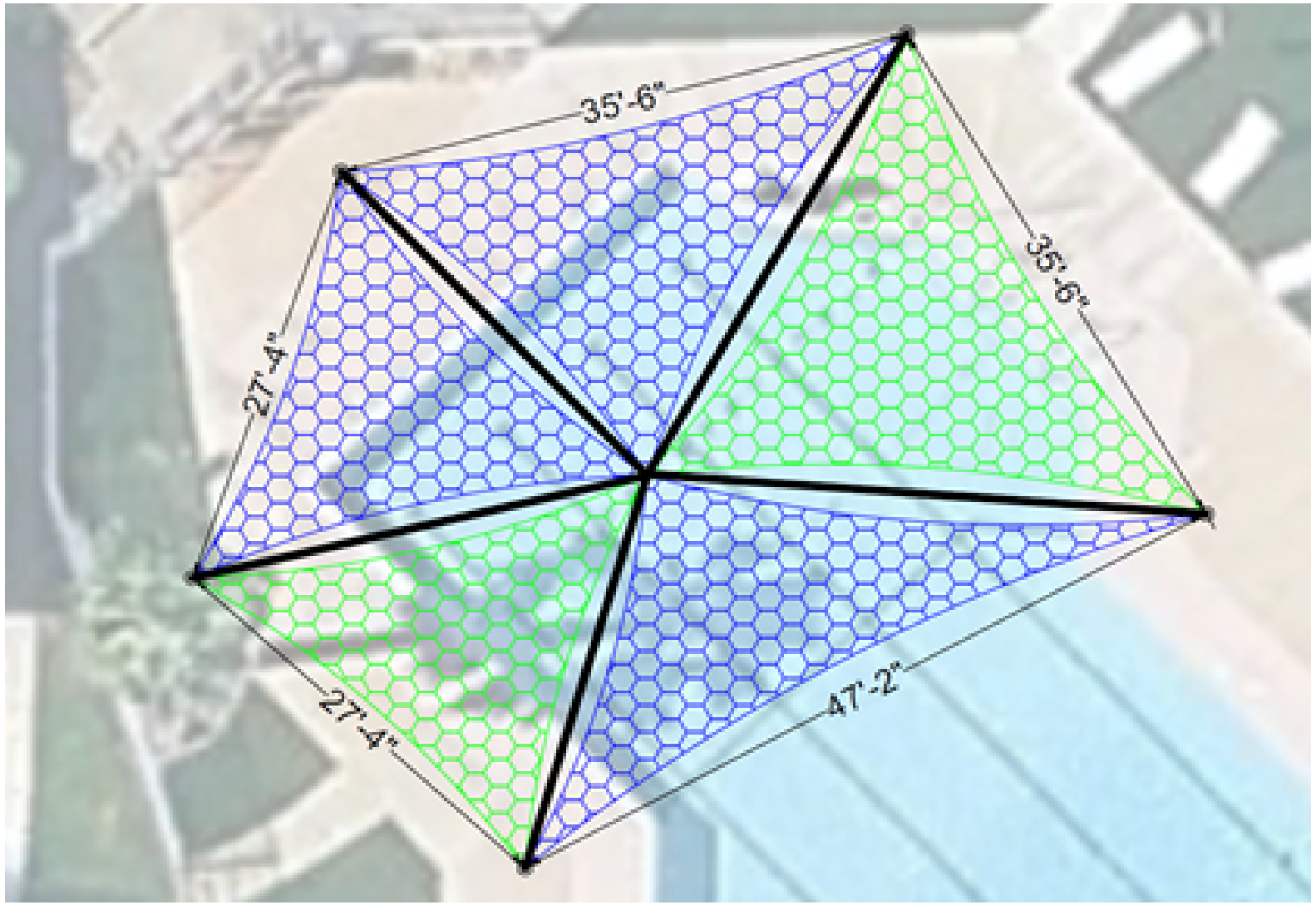
Superior Shade/MRC GameTime



USA SHADE


APPROX EDGE OF FOOTING (V.I.F.)
42'-0"
20'-0"
20'-0"
20'-0"
PLAN VIEW
PERSPECTIVE VIEW
13'-5"
9'-0"
FINISHED SURFACE
SOUTH ELEVATION
WEST ELEVATION
USA SHADE
CORPORATE HEADQUARTERS
2580 ESTERS BLVD., SUITE 100
DFW AIRPORT, TX 75261
800-966-5005
CERTIFICATIONS:
CUSTOMER:
TOWN OF DISCOVERY BAY
PROJECT NAME:
DISCOVERY BAY POOL
LOCATION:
1601 DISCOVERY BAY BLVD
DISCOVERY BAY, CA 94505
STRUCTURE TYPE:
CUSTOM SPP CANTI DOUBLE
SIZE:
20'w X 9'e
DESCRIPTION
DATE
DRW
CHK
ENG
REV
Drawn By : YH
Checked By : YH
Approved By : YH
As manufactured and installed by:
USA SHADE
Contact:
Rob Leuer
(559) 474-0003, (800) 966-5005
rob.leuer@usa-shade.com
Notes:
-All structures will have bolted connections for shipping and installation purposes.
-Standard details being shown as an example. Final details t.b.d. during final Engineering phase.
-All dimensions and heights must be field verified prior to any final design, fabrication or installation work.
DRAWING DESCRIPTION:
VIEWS
DWG.
CA0826RL30538
PAGE
1000
REV.

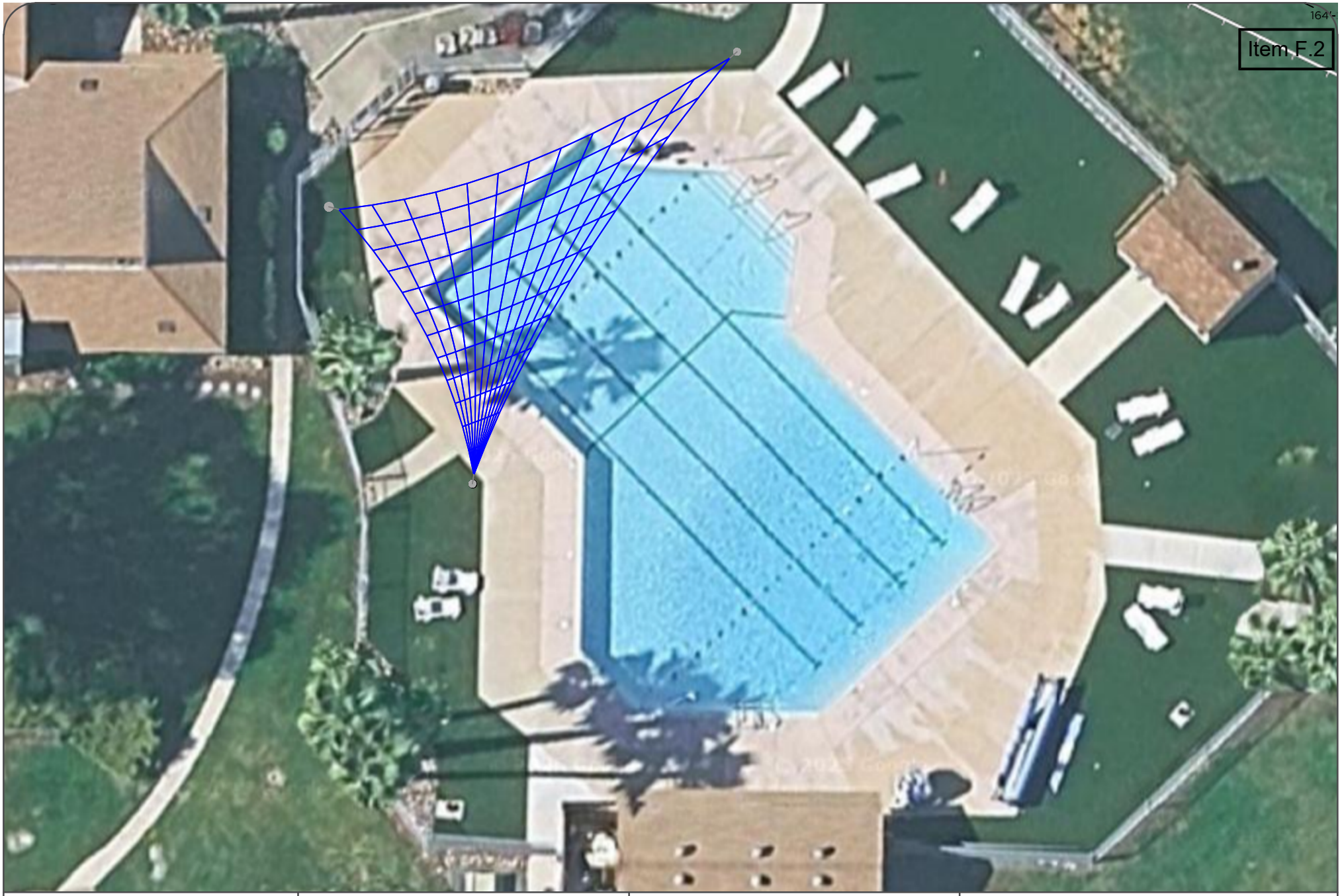
Pacific Shade



Pacific Shade

Similar to this, yet no upper sails.





Superior Shade

PROJECT NAME
DISCOVER BAY COMMUNITY CENTER

QUOTE
QUO0312129

TITLE
Proposal

DATE
8/29/2025

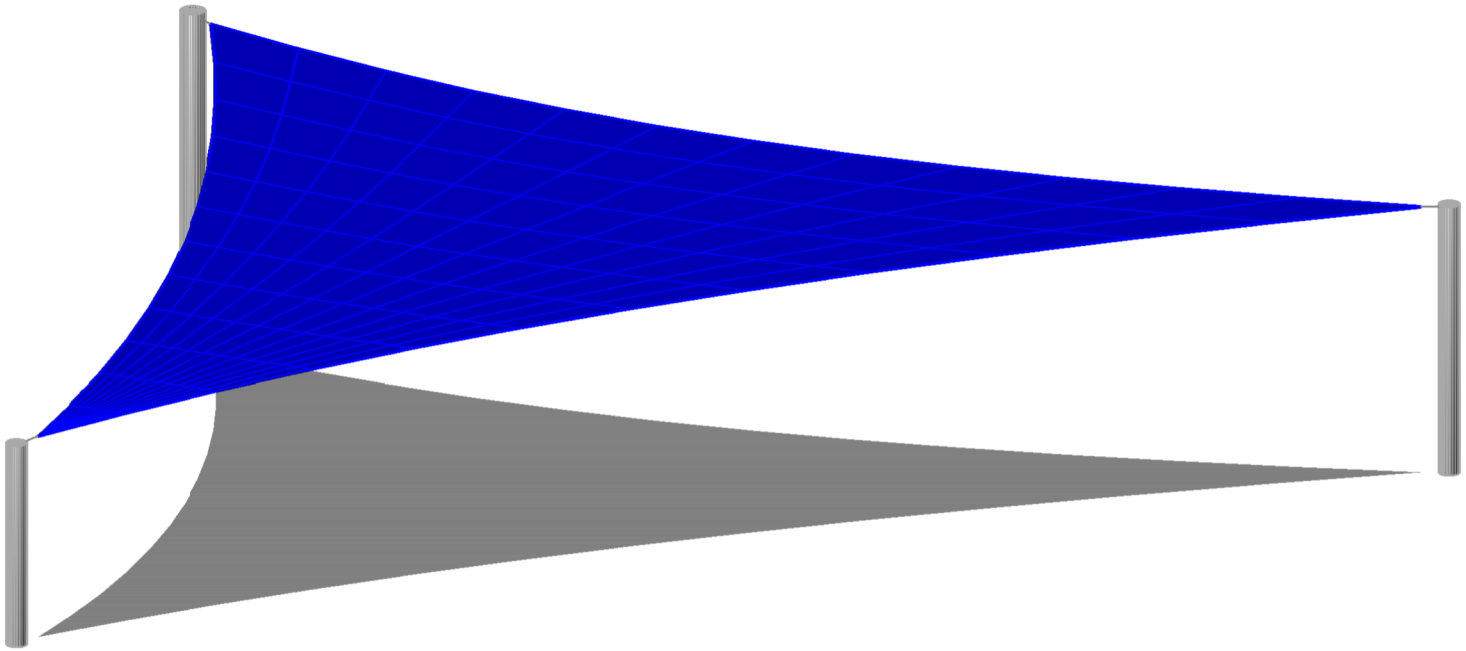
DRAWN BY
JSJ

SCALE
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SHEET
1 of 1

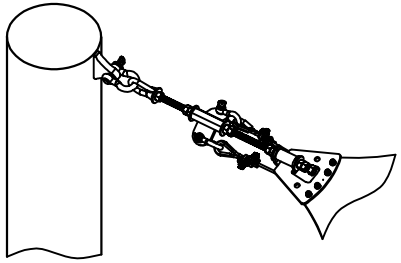
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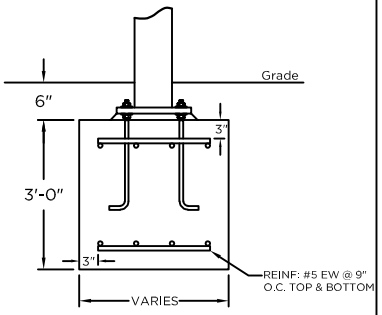


Superior Shade	PROJECT NAME **DISCOVER BAY COMMUNITY CENTER**	DATE **8/29/2025**	DRAWN BY **JSJ**	*These drawings are for reference only and should not be used as construction details. They show the general character and rough dimensions of the structural features. Superior Recreation Products is not responsible for deviation of final shade dimensions. All final dimensions must be verified in the field by the customer. Exact spans, fasteners, materials, and foundations can be determined by a licensed professional engineer upon request.*
	QUOTE **QUO0312129** TITLE **Proposal**	SCALE **Not to Scale**	SHEET **1 of 1**	

Item F.2



Fabric Connection

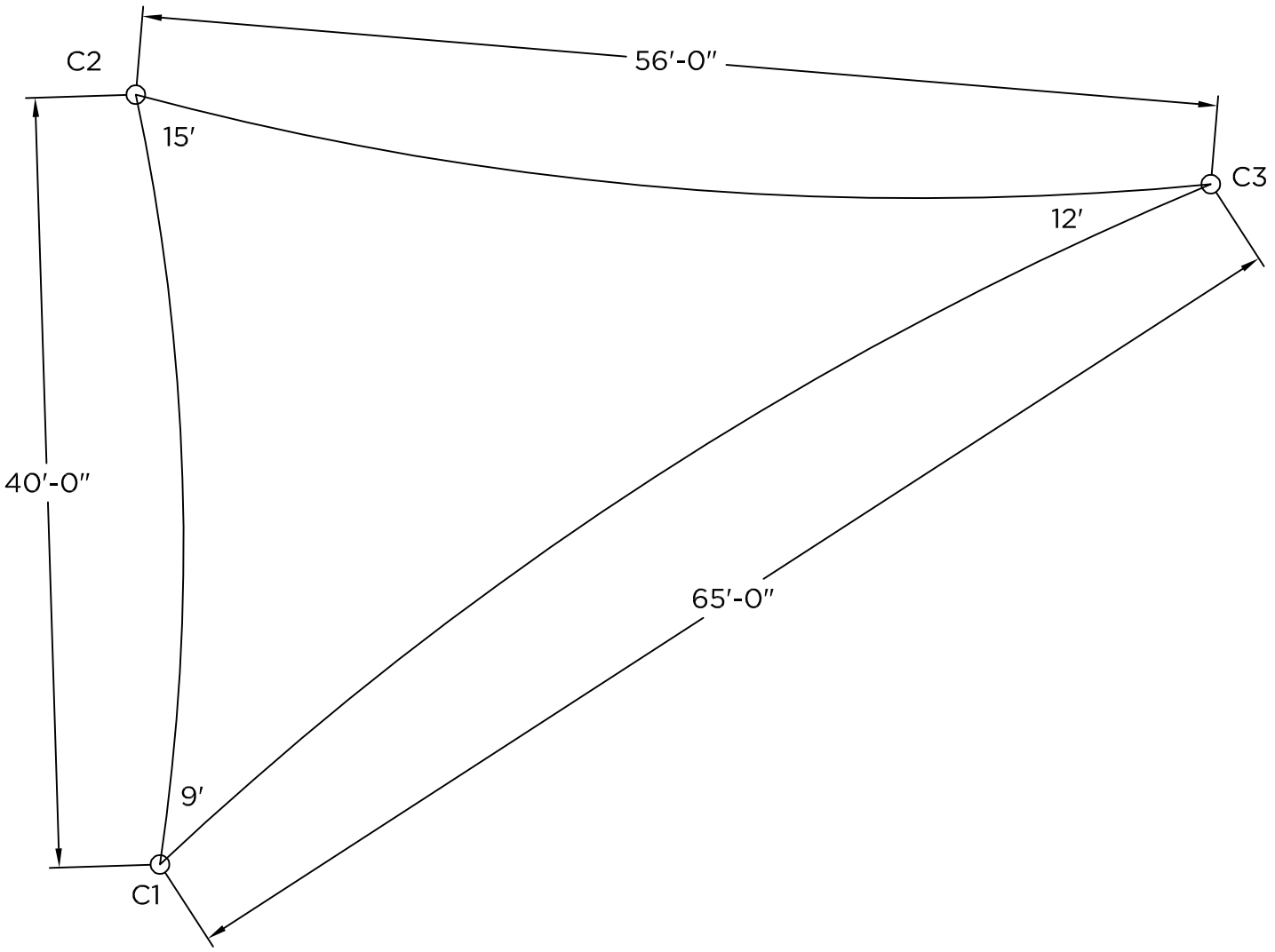


Footer Detail

FOUNDATION NOTE: ALL FOUNDATION SIZES ARE ESTIMATIONS ONLY ACTUAL SIZING SHOULD BE DETERMINED BY A LOCALLY QUALIFIED STRUCTURAL ENGINEER PRIOR TO INSTALLATION.

Column & Footing Schedule

Column ID	Column Size	Est. Footing Size
C1	10" Sch. 40	5.2' X 5.2' X 3.0'
C2	12.75" OD HSS	6.3' X 6.3' X 3.0'
C3	10" Sch. 40	5.7' X 5.7' X 3.0'
C4	N/A	N/A
C5	N/A	N/A
C6	N/A	N/A
C7	N/A	N/A
C8	N/A	N/A
C9	N/A	N/A
C10	N/A	N/A



Superior Shade

PROJECT NAME
DISCOVER BAY COMMUNITY CENTER

QUOTE
QUO0312129

TITLE
Proposal

DATE
8/29/2025

DRAWN BY
JSJ

SCALE
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SHEET
1 of 1

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Superior Shade

Material Specifications, Warranty, and Policies

Material Specifications

Fabric

- Shade fabric is made of UV stabilized cloth manufactured by Alnet Americas or approved equal
- The high density polyethylene material shall be manufactured with tensioned fabric structures in mind
- The fabric knit is to be made using monofilament and tape filler which has a weight of 9.38 to 10.32 oz. sq. yd. Material to be Rachel-knitted to ensure material will not unravel if cut
- Cloth meets fire resistance tests as follows:

  Alnet Americas Extra Block: California State Fire Marshall Reg. #F-93501

  Others: NFPA 701-99 (Test Method 2) and ASTM E-84

Fabric Properties

Stretch	Stentored
Tear Tests (lbs/ft)	WARP 44.8 WEFT 44
Burst Tests (lbs ft)	828 lbf (ASTM 3786)
Fabric Weight (oz/sqFT)	Avg 1.02 to 1.07 oz.
Fabric Width	9′ 10″
Roll Length	150′
Roll Size	63″ x 16 ½″
Weight	120 lbs.
Life Expectancy	10 Years
Fading	Minimum Fading After 6 years, 3 Years for Red and Yellow
Min. Temperature	-77˚
Max. Temperature	+167˚

Shade Protection and UV Screen Protection Factors

Color	Shade Cover	UVR Block Out
True Blue	93%	89%
Beige	97%	87%
Forest Green	96%	94%
Sun Blaze	94%	91%
Silver	95%	93%
Rivergum Green	88.7%	92.9%
Sky Blue	89%	92.2%
Navy Blue	93.6%	94.4%
Turquoise	86%	91.5%
Yellow	77.6%	95.5%

To view a complete list of fabrics, please reference the Color Options page of our catalog by clicking here.

Thread

- Shall be 100% expanded PTFE fiber that is high strength and low shrinkage
- Shall have a wide temperature and humidity range
- Abrasion resistant and UV radiation immunity
- Shall be unaffected by non-hydrocarbon based cleaning agents, acid rain, mildew, chlorine, saltwater, and pollution
- Lockstitch thread – 1200 Denier or equal
- Chain stitch thread – 2400 Denier or equal

Steel Tubing

- All fabricated steel must be in accordance with approved shop drawings and calculations
- All steel is cleaned, degreased, or etched to ensure proper adhesion of Superdurable powder coat in accordance with manufacturer's specifications
- All Steel used on this project needs to be new and accompanied by the mill certificates if requested. Structural steel tubing up to 5"-7 gauge shall be galvanized per Allied Steel FLO-COAT specifications. Schedule 40 black pipe fabrications shall be sand-blasted and primed as described below
- All non-hollow structural shapes comply with ASTM A-36, unless otherwise noted
- All hollow structural steel shapes shall be cold formed HSS ASTM A-53 grade C, unless otherwise noted
- Plate products shall comply with ASTM A-36

Superdurable Powder Coat and Primer

- All non-galvanized steel shade to be sand-blasted and primed prior to Superdurable powder coating using reclaimable blast media in a mixture of GL50 & GL80 Steel Grit
- All non-galvanized steel must be coated with rust inhibiting primer prior to applying the Superdurable powder coat. Primer shall be Marine Grade Cardinal Industrial Finishes Corp. E396–GR1372 epoxy Superdurable powder coating semi-gloss smooth zinc rich primer
- Welds shall be primed with rust inhibiting primer prior to applying the Superdurable powder coat. Primer shall be Marine Grade Cardinal Industrial Finishes Corp E396-GR1372 epoxy Superdurable powder coating semi-gloss smooth zinc rich primer
- All steel parts shall be coated for rust protection and finished with a minimum 3.5 mil thick UV-inhibited weather resistant Superdurable powder coating

Powder Coat Tests		Results
ASTM	Gloss at 60˚	85-95
HOI TM 10.219	PCI Powder Smoothness	7
ASTM D2454-91	Over-Bake Resistance Time	200%
ASTM D3363-92A	Pencil Hardness	H-2H
ASTM D2794-93	Dir/Rev Impact, Gardner	140/140 in/lbs
ASTM D3359-95B	Adhesion, Cross Hatch	5B Pass
ASTM D522-93A	Flexibility Mandrel	¼" dia. No fracture
ASTM B117-95	Salt Spray	1,000 hours
UL DtOV2	Organic Coating Steel Enclosures, Elect Eq.	Recognized

Powder Coat Process Characteristics

N.3.1	Specific Gravity	1.68+/-0.05
N.3.2	Theoretical Coverage	114+/- 4 ft 2/lb/mil
N.3.3	Mass Loss During Cure	<1%
N.3.4	Maximum Storage Temperature	75˚ F

Application Criteria

N.5.1	Electrostatic Spray Cold	Substrate:0.032 in. CRS
N.5.2	Cure Schedule	10 minutes at 400˚ F
N.5.3	Pretreatment	Bonderite 1000
N.5.4	Film Thickness	3.5 Mils

Welds

- All shop welds shall be executed in accordance with the latest edition of the American Welding Society Specifications
- Welding procedures shall comply in accordance with the AWS D1.1-AWS Structural Welding Code-Steel
- All welds to be performed by a certified welder. All welds shall be continuous where length is not given, unless otherwise shown or noted on drawings
- All welds shall develop the full strength of the weaker member. All welds shall be made using E70xx.035 wire
- Shop connections shall be welded unless noted otherwise. Field connections shall be indicated on the drawings. Field welded connections are not acceptable
- All fillet welds shall be a minimum of ¼" unless otherwise noted
- All steel shall be welded shut at terminations to prevent internal leakage
- Internal weld sleeving is not acceptable
- On-site welding of any component is not acceptable

Sewing

- On-site sewing of a fabric will not be accepted
- All corners shall be reinforced with extra non-tear cloth and strap to distribute the load
- The perimeters that contain the cables shall be double lock stitched

Installation Hardware

- Bolt and fastening hardware shall be determined based on calculated engineering loads
- All bolts shall comply with SAE-J429 (Grade 8) or ASTM A325 (Grade BD). All nuts shall comply with ASTM F-594, alloy Group 1 or 2
- Upon request, Stainless Steel hardware shall comply with ASTM A-304
- 1/4" galvanized wire rope shall be 7x19 strand with a breaking strength of 7,000 lbs. for shades generally under 575 sq. ft. unless requested larger by the customer. For shades over 575 sq. ft., cable shall be 5/16" with a breaking strength of 9,800 lbs. Upon request, 1/4" Stainless Steel wire rope shall be 7x19 strand with a breaking strength of 6,400 lbs. 5/16" Stainless Steel wire rope shall be 7/19 strand with a breaking strength of 9,000 lbs.
- All fittings required for proper securing of the cable are hot dipped galvanized

Concrete

- Concrete work shall be executed in accordance with the latest edition of American Concrete Building Code ACI 318 unless specified by the governing municipality
- Concrete specifications shall comply in accordance with, and detailed as, per plans as follows:

    1. 28 Days Strength F'c = 2500 psi
    2. Aggregate: HR
    3. Slump: 3-5
    4. Portland Cement shall conform to C-150

CONCRETE CONTINUED ON NEXT PAGE

5. Aggregate shall conform to ASTM C-33

- All reinforcement shall conform to ASTM A-615 grade 60
- Reinforcing steel shall be detailed, fabricated and placed in accordance with the latest ACI Detailing Manual and manual of Standard Practice
- Whenever daily ambient temperatures are below 80˚ F, the contractor may have mix accelerators and hot water added at the batch plant (see table)
- The contractor shall not pour any concrete when daily ambient temperature is below 55˚ F

Concrete Temperate Chart

Temperature Range	% Accelerator	Type Accelerator
75-80˚	1%	High Early (non calcium)
70-75˚	2%	High Early (non calcium)
Below 70˚	3%	High Early (non calcium)

Footings

- All anchor bolts set in new concrete shall be ASTM A-307, or ASTM F-1554 if specified by engineer
- All anchor bolts shall be zinc plated unless specified otherwise
- Footing shall be placed in accordance with and conform to engineered specifications and drawings

Superior Shade

Shade Warranty

Superior Recreational Products (SRP) warrants that its product will be free from defects in materials and workmanship as well as maintain structural integrity for the periods listed below from the date of invoice and once SRP has been paid in full. This warranty is in effect only if the product has been assembled and installed strictly in accordance with the setup instructions provided by SRP, good construction practices, general maintenance and care is provided as per instructions in the customer packet, and has been subjected only to normal use and exposure. Product should be maintained per the instructions given at time of delivery.

- **LW** Lifetime* Warranty on stainless steel hardware
- **20** 20-Year Limited Warranty on framework
- **10** 10-Year Limited Warranty on fabric
- **5** 5-Year Limited Warranty on powder coat
- **1** 1-Year Limited Warranty on cables
- **1** 1-Year Limited Warranty on materials not above

The Limited Warranty excludes abnormal conditions, contingent liability, cosmetic defects such as scratches, dents, marring, stripping, peeling, or fading; damage due to incorrect installation, vandalism, misuse, accident wear and tear from normal use; exposure to extreme weather, immersion in salt or chlorine water, damage due to sand, salt spray, or other abrasive and corrosive material; unauthorized repair or modification, abnormal use, or lack of maintenance. The warranty does not cover damages due to “acts of God” such as hail, flooding, lightning, tornadoes, sand storms, shifts of terrain, earthquakes, mudslides, and windstorms.

SRP does not warrant product for defects caused by erection, harsh site conditions, lack of maintenance, and/or other conditions beyond SRP’s control. SRP will not be held responsible for any materials that were not properly stored prior to installation. SRP reserves the right to void the limited warranty if it not installed per the installation instructions and/or unauthorized modifications.

In the unlikely event of failure, SRP reserves the right to alter the design, color, or contributing factors to rectify the condition and help prevent any future reoccurrence(s). SRP has the option to repair or replace any defect in materials.

The warranty is void if any changes, modifications, additions, or attachments are made to the product without the written consent of the manufacturer.

No signs, objects, ornaments, fans, lights, fixtures, or decorations may be hung from the structure unless specifically designed and engineered by the manufacturer or has manufacturers written approval.

SRP excludes any implied warranty of merchantability, fitness, or purpose, and there are no warranties which extend beyond the description of the face hereof. Under no circumstances will SRP be responsible for any indirect, special, consequential, incidental, or liquidated damages due to breach of warranty and such damages are specifically excluded from the warranty.

The owner shall notify SRP with original Sales Order Number issued from SRP to arrange for an inspection within 30 days after discovery of any defect under this warranty and before any alteration or repair is made or attempted. This Limited Warranty shall be null and void if the owner makes any alterations in design.

This warranty is the only express warranty given by the company. No person has authority to change or add to these obligations and liabilities. The company reserves the right to determine whether the fault is caused by faulty workmanship, material, or the part that is defective.

SRP will repair or replace at its discretion any defective part/s on an Ex-Works basis only. It is the responsibility of the customer to return the whole unit or the defective part/s at their own cost back to SRP for inspection along with proof of the date of purchase. SRP will not be liable for any costs incurred by the customer as a result of replacing the defective part/s, including but not limited to the costs of site visits and the labor costs involved with the removal and reinstallation of the whole unit or the defective part/s. Furthermore SRP will not be liable for any claimed compensation while the unit is not working or not present at the site whatsoever. This guarantee does not entitle the customer to a complete new product due to a defective component.

Limited Warranty: Structural Steel

SRP offers a 20-year Limited Warranty on structural steel frames for shade canopies against failure due to rust-through corrosion under normal environmental conditions. Should the fabric or parts need to be replaced under the warranty, SRP will manufacture and ship new replacement parts at no charge for the first ten years, thereafter pro-rated at 10% per annum over the last ten years.

Workmanship is warranted for a period of five years. This steel warranty shall be void if damage to the steel is caused by the installer or from physical damage, damage by salt spray or sprinkler systems, contact with chemicals, chlorine, pollution, misuse, vandalism, or any act of God.

Limited Warranty: Powder Coat

Superior Recreational Products offers a 5-year Limited Warranty for powder coating to the original purchaser. This Limited Warranty is for factory applied finish only. Damage occurring from shipping, erection, vandalism, accidents, or field modification is not covered in this limited warranty and will require field touch-up immediately and periodically thereafter. The owner must report any defect in powder coat at the time the installation is completed. Not covered by this Limited Warranty are acute angles, welds, and end plates.

The Limited Warranty for powder coating provides the following after a 5-year exposure period when applied according to the recommendations listed on the product's technical data sheet and appropriate surface preparation has been utilized.

- The coatings shall retain their original color with a ΔE of <7.5 units for high chroma colors (yellows, reds, oranges, etc.) and a ΔE of<5.0 units for low chroma colors, when tested in accordance with ASTM D 2244.
- The coating shall retain a minimum of 50% of its original gloss level after washing, when tested in accordance with ASTM D 523.
- The coating shall exhibit chalking no worse than numerical rating of 6, when evaluated in accordance with ASTM D 659-80.

Limited Warranty: Shade Fabric

Traditional shade fabric made with PTFE fiber that is high strength and low shrinkage and VALMEX® MEHATOP F 1 waterproof fabric carry a 10-year limited warranty. This warranties that the sewing thread used on the traditional shade fabric will be free from defects in material and workmanship and will not be damaged by exposure to sunlight, weather, and water. All other warranties are disclaimed.

SRP fabrics carry a 10-Year Limited Manufacturer's Warranty from the date of delivery against failure from significant fading**, deterioration, breakdown, outdoor heat, cold, or discoloration. Should the fabric need to be replaced under the warranty, SRP will manufacture and ship new fabric at no charge for the first six years, thereafter pro-rated at 18% per annum over the last four years. **The colors red and yellow are warranted against significant fading for only two years.

If the corners of the fabric are equipped with both holes in the fabric corner PLUS reinforcing straps, BOTH the strap and fabric hole must be placed over each corner hook or the fabric warranty is void.

Fabric curtains, valences, or flat vertical panels are not covered under the warranty.

Fabric is not warranted where it is installed on a structure that is not engineered and built by SRP or its agents.

This warranty shall be void if damage to or failure to the shade is caused by contact with chemicals, chlorine, bleaching agents, hydrocarbons or hydrocarbon containing solvents, misuse, vandalism, or any act of God, including but not limited to wind in excess of the wind limitations set forth below.

All fabric tops are warranted for sustained winds up to 76 mph (Hurricane Force 1) and for gusts of up to 3 seconds duration up to 90 mph. Removal of the shade fabric is required if damaging winds are called for. Damage due to snow and/or ice accumulation is not covered by this warranty. Canopies should be removed during the "off season."

These structures have been designed to eliminate any friction between the rafters and the fabric. The warranty will, therefore, be voided if any modification (temporary or permanent) is made to the rafter, cross pieces, or ridge beams, or if the fastening apparatus or canopy are not secured accordingly.

Structures are warranted for winds up to 90 or 105 mph only if shade canopies have been removed as per requirement set forth above in the fabric paragraph. Removal and re-installation must be performed by a qualified person or authorized dealer.

**For the purpose of this warranty, lifetime encompasses no specific term of years, but rather that seller warrants to its original customer for as long as the original customer owns the product and uses the product for its intended purpose that the product and all parts will be free from defects in materials and manufacturing workmanship. This warranty does not cover damage caused by vandalism, misuse or abuse, altered or modified parts, or cosmetic damage such as scratches, dents, or fading or weathering and normal wear and tear. This warranty is valid only if the structures are installed in conformity with instructions provided by Superior Recreational Products using approved Superior Recreational Products parts. Superior Recreational Products will deliver the repaired or replacement part or parts to the site free of charge, but will not be responsible for labor or the labor costs of replacement. Warranty claims must be filed within the applicable warranty period and accompanied by a sales order or invoice number.*

Policies

Pricing Policy

All prices are F.O.B. factor and do not include freight, installation, shipping and handling, surfacing, or applicable taxes. All prices listed were current at the time of printing and in U.S. currency. Prices are subject to change without notice.

Cancellation and Return Policy

To view our return policy, please visit superiorrecreationalproducts.com/returns. For information on Return Material Authorizations please call 1.800.327.8774.

Shipping Policy

To view our shipping policy, please visit superiorrecreationalproducts.com/shipping. For any further information please call 1.800.327.8774.

Appendix

Proper Care, Maintenance, and Safe Removal of the Shade Canopy

THINGS TO AVOID

SNOW, ICE, AND HIGH WINDS: Remove the canopy in winter conditions as ice and snow loads are not covered by the warranty. The same goes for winds in excess of hurricane force 1.

SHARP OBJECTS: Always avoid dragging the fabric across surfaces, etc. Roll or fold the fabric and carry it. Avoid sharp objects, bolts, snags, and other protrusions including mounting hardware.

OBSTRUCTIONS: Keep foliage, such as tree limbs, shrubbery, and bushes, trimmed back and away from fabric at least three to four feet.

SOURCES OF HEAT: Avoid contact with heat sources such as hot lights, torches, and avoid using grills, etc. under the fabric or fireworks near the fabric..

SLACK CABLE IN CANOPY: Canopies with loose cables can fail.

CLEANING THE FABRIC

The fabric itself is generally maintenance free with the exception of necessary removal due to weather or seasonal requirements. The fabric does not harbor mildew or mold, but residues such as tree sap, leaves, bird droppings, dust and dirt may need to be removed. To clean the fabric, use water and mild soap. A soft mop or soft broom may also be used. Cleaners that do not contain hydrocarbons, solvents, bleach or ammonia may be used. Use of solvents, hydrocarbons, bleach, and ammonia type cleaners will void the fabric warranty. A pressure washer may be used if necessary using a wide-spray nozzle.

CABLES AND HARDWARE

It is recommended that the cables be replaced every 3 to 4 years or if corrosion is visible, whichever comes first. Canopy cables that are not maintained at optimum tension will be subject to shorter lifespans and potential failures earlier than our recommend cable replacement scheduling. The cable ends must be wrapped with tape to secure any wires; thus, preventing the wires from tearing the fabric. Taping must be done when removing old cable as well as when installing new cable. Clamps should be replaced when the cable is replaced. If the cable appears slack on a still day (no wind), immediately have the cable and clamps re-tightened by a qualified person. The cable should not be slack.

GLIDE ELBOW™

Lubricate Glide Elbows™ annually and before operating. A waterproof grease is recommended such as a lithium-based grease or anti-seize thread lubricant.

STORAGE

Fabric must be stored in a clean, dry place free from snags, sharp edges, etcetera. The storage area must be rodent-free. Wrap all hardware fittings with rags or some other protector, as they can damage the fabric.

UNINSTALLING THE SHADE CANOPY

NECESSARY CARE: It is important to take necessary care when handling the fabric during removal and installation to prevent damage to the fabric as well as SAFE control of the fabric in a breeze or wind. The fabric is tough and engineered for use as a shade, but it can tear or cut when or if pulled over a snag or sharp item; it can puncture from bolts or other protruding objects; and it can melt from objects such as like cigarettes, matches, hot torch tips, sparks and the like. In addition, care must be exercised to avoid the fabric hooks after the fabric is unhooked from the elbow corners and sides of the structure where there are intermediate supports. It is best to wrap any connected mounting hardware to prevent it from harming the fabric.

PROPER AND SAFE: Based on the size of the canopy, several persons may be needed to properly and safely handle the fabric during the uninstalling process. You will need several commercial ladders or other means to work safely at heights such as scissor lifts, etc. It is advised that you pad the post side of the ladder and tie the ladder to the post. The pad is to protect the post finish. Also keep in mind that every 100 square feet of fabric (10' X 10') weighs approximately five pounds; a large canopy can get heavy fast. For proper control of the fabric, read below. It is best to remove the fabric on a still day. Do not attempt to remove the canopy in strong or gusty winds.

REMOVAL OF THE CANOPY: Do not attempt to remove the canopy in strong or gusty winds.

STANDARD ELBOWS: For shade structures with Standard Elbows, loosen the turnbuckle several turns in order to put enough slack in the cable to allow the fabric and cable to unhook from all the elbow hooks. Attach 3/8" or larger ropes to each corner of the fabric and cable before unhooking to secure and properly control the fabric from ground level. If uninstalling in breezy conditions, choose the windy side of the fabric and tie these corners to the posts with the ropes with enough slack to allow for unhooking the fabric from the structure. These ropes are to prevent the shade from flying away in the breeze and to help prevent injury to ground personnel. Once the corners have been secured to the posts, unhook the fabric and cables from each corner.

On the side away from the wind, release the corners of the fabric and cable and have a person hold on to each rope. It may help to wrap the rope around a column to help hold it from getting caught in the wind. Fold the fabric back away from the hooks. Now it will be necessary to remove the cable clamps to allow the cable to be free from the structure and the turnbuckle. If the cable ends are frayed, wrap them with tape. It is usually not necessary nor is it recommended that the cable be removed from the canopy. With a person on each rope, starting at the windy side, gently pull the canopy down in between the framework of the structure. The side away from the wind can be guided with the ropes toward the persons pulling the canopy down.
It is important when reinstalling the canopy, that it is put back in its original orientation to the structure. Starting at the turnbuckle corner, the fabric and cable corners should be returned to their original positions.

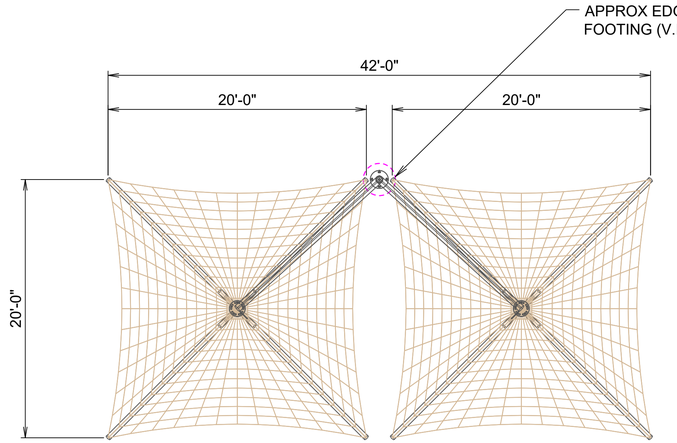
GLIDE ELBOWS: For shade structures with Glide Elbows, remove the protective covers from the ends of the glide elbows. Then, using the proper wrench, turn the hex nuts on the end of the Glide Elbow to run the glide hooks to their top most position. Do no loosen the cable clamps, leave the cable intact. Attach 3/8" ropes to each corner of the fabric and cable before unhooking to secure and properly control the fabric from ground level. If uninstalling in breezy conditions, choose the windy side of the fabric and tie these corners to the posts with the ropes with enough slack to allow for unhooking the fabric from the structure. These ropes are to prevent the shade from flying away in the wind and to help prevent injury to ground personnel. Once the corners have been secured to the posts, unhook the fabric and cables. On the side away from the wind, release the corners of the fabric and cable and have a person hold on to each rope. Fold the fabric back away from the hooks. It is a good idea to put the Glide Elbow protective covers back in place. With Glide Elbow installations it is not necessary to loosen or remove the cable clamps nor to remove the cable from the canopy. If the cable ends are frayed, wrap them with tape.
When uninstalling the canopy, mark or identify the corner of origin in such a way that when reinstalling the canopy, it is put back in its original orientation to the structure. The fabric and cable corners should be returned to their original positions when reinstalling the canopy. The cable and fabric should tighten properly when the glide elbows are adjusted down into their tension positions.

SHADE SAILS WITH FANS: For shade sails equipped with fans, loosen the adjustable threaded rod several turns in order to put enough slack in the cable to allow the shackle pin to be removed (do not remove the pins until the fabric corners have been secured with ropes). Attach 3/8" or larger ropes to each corner of the fabric and fan before unhooking to secure and properly control the fabric from ground level. If uninstalling in breezy conditions, choose the windy side of the fabric and tie these corners to the posts with the ropes with enough slack to allow for unhooking the shackle from the structure. These ropes are to prevent the shade from flying away in the breeze and to help prevent injury to ground personnel. Once the corners have been secured to the posts, unhook the shackles and lower the fabric and cable to the ground.

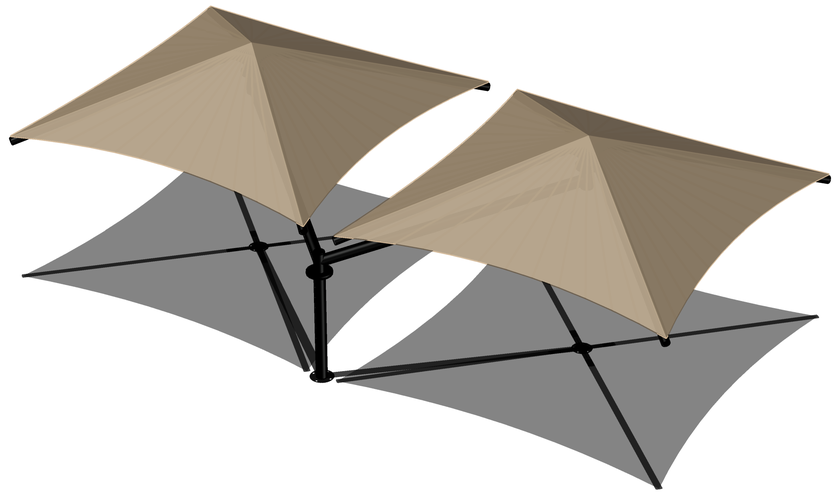
REINSTALLING HINTS

Using the same rope technique, install from the windy side (if it is breezy) making sure to secure these ropes to the posts. Then, throw the remaining corner ropes over the structure and gently pull the canopy into position. The cables and fabric corners can now be fastened on the hooks (and cable guides if so equipped). Next reinstall the clamps if applicable and tightened the cable with the turnbuckle or the Glide Elbows. Do not attempt to install the canopy in strong or gusty winds.

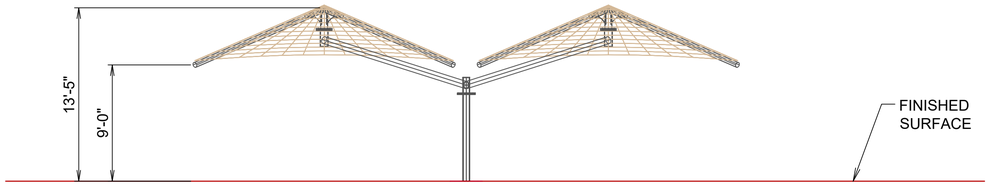
PLAN NORTH



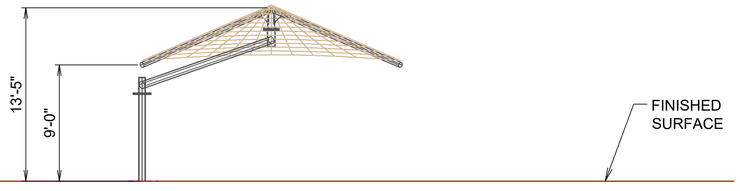
PLAN VIEW



PERSPECTIVE VIEW



SOUTH ELEVATION



WEST ELEVATION

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF USA SHADE AND FABRIC STRUCTURES AND SHALL NOT BE REPRODUCED WITHOUT THEIR WRITTEN PERMISSION.

USASHADE

CORPORATE HEADQUARTERS
2580 ESTERS BLVD., SUITE 100
DFW AIRPORT, TX 75261
800-966-5005

CERTIFICATIONS:
IAS CERTIFICATION No: FA-428
CLARK COUNTY MANUFACTURER CERTIFICATION NUMBER (NEVADA): 355

CUSTOMER:
TOWN OF DISCOVERY BAY

PROJECT NAME:
DISCOVERY BAY POOL

LOCATION:
1601 DISCOVERY BAY BLVD
DISCOVERY BAY, CA 94505

STRUCTURE TYPE:
CUSTOM SPP CANTI DOUBLE

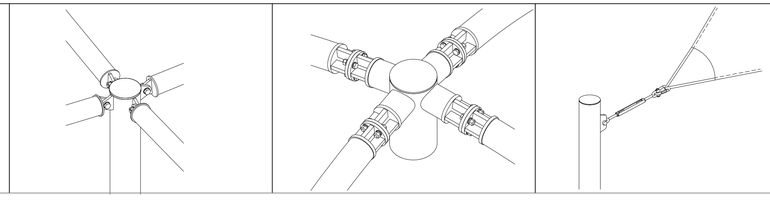
SIZE:
20'w X 9'e

DESCRIPTION	REV	DATE	DRW	CHK	ENG

Drawn By :	YH	09/18/26
Checked By :	YH	09/18/26
Approved By :	YH	09/18/26

As manufactured and installed by:
USA SHADE

Contact:
Rob Leuer
(559) 474-0003, (800) 966-5005
rob.leuer@usa-shade.com



Notes:

-All structures will have bolted connections for shipping and installation purposes.

-Standard details being shown as an example. Final details t.b.d. during final Engineering phase.

-All dimensions and heights must be field verified prior to any final design, fabrication or installation work.

DRAWING DESCRIPTION:
VIEWS

DWG.
CA0826RL30538

PAGE
1000

REV.

Item F.2

Discovery Bay Community Center Pool Shade Structure Proposal

10/14/2026

Pricing Valid for 21 Days

Project Information:				**Sales Information:**	
Purchaser:	Town of Discovery Bay	**Contact:**	Monica Gallo	**Sales Rep:**	Rob Leuer
Project Name:	Discovery Bay Pool Shade - Discovery Bay, CA	**Phone:**	(925) 727-2167	**Phone:**	(559) 474-0003
Quote No:	CA0826RL30538-R0	**Email:**	mgallo@todb.ca.gov	**Email:**	Rob.leuer@usa-shade.com
Billing Address Information:		**Shipping Address Information:**		**Jobsite Information:**	
Name:	Town of Discovery Bay	**Name:**	Discovery Bay Community Center	**Name:**	Discovery Bay Community Center
Address:	1601 Discovery Bay Boulevard	**Address:**	1601 Discovery Bay Blvd.	**Address:**	1601 Discovery Bay Blvd.
City:	Discovery Bay	**City:**	Discovery Bay	**City:**	Discovery Bay
State:	CA	**State:**	CA	**State:**	CA
Zip Code:	94505	**Zip Code:**	94505	**Zip Code:**	94505
Contact:	Monica Gallo	**Contact:**	Monica Gallo	**Contact:**	Monica Gallo
Email:	mgallo@todb.ca.gov	**Email:**	mgallo@todb.ca.gov	**Email:**	mgallo@todb.ca.gov
Phone:	(925) 727-2167	**Phone:**	(925) 727-2167	**Phone:**	(925) 727-2167

CORPORATE ADDRESS:

2580 Esters Blvd., Suite 100 DFW Airport, TX 75261

MAILING ADDRESS:

P.O. Box 3467 Coppel, TX 75019

REMITTANCE ADDRESS:

P.O. Box 734158 Dallas, TX 75373-4158

CALIFORNIA:

1085 N. Main Street, Suite C
Orange, CA 92867

ARIZONA:

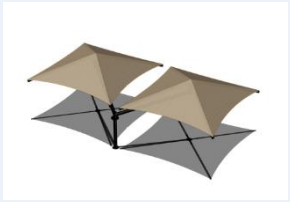
2415 S. 18th Place
Phoenix, AZ 85024

NEVADA:

3111 So. Valley View Blvd. Suite B-117
Las Vegas, NV 89102

NOTE: This message is intended only for the use of the individual to whom it is addressed, and contains information that is privileged, confidential, and exempt from disclosure under applicable law. If you are not the intended recipient, or the employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any unauthorized disclosure, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by phone and return the original message to the applicable address above.

Item F.2

PRODUCTS						
DESCRIPTION		**DETAILS**			**UNIT PRICE**	**TOTAL**
20' x 40' Single Post Pyramid Double		Model Number	Dimensions	Entry Height		
QTY	**IMAGE**	144 Single Post Pyramid Cantilever	20' SPPC Double 20'x40'	9'		
1		Fabric Type	Fabric Color	Electrical Provisions	$32,597.99	$32,597.99
		Commercial_95FR	Desert Sand	Excluded		
		Steel Finish	Steel Color	Cable/HDW Finish		
		Coastal Primer w/ Powder Coating	Black	Galvanized		
		Footing Type	Mounting Type	Anchor Bolts		
		Drilled Pier	Recessed Base Plate	Included		
UNIT TOTAL:						$32,597.99

PRICING TOTALS:	
Unit Total	$32,597.99
Shipping/Handling *Subject to market fluctuation	$5,014.04
SUBTOTAL	$37,612.03
Sales Tax 8.75%	$3,291.05
Design/Engineering/PM	$3,500.00
Installation	$47,721.09
TOTAL PRICE	$92,124.17

PAYMENT TERMS

Payment terms subject to credit evaluation and approval

ENGINEERING REQUIREMENTS

Building Code	**Wind Loads**	**Snow Loads**
CBC2025	115MPH	5PSF

ENGINEERING NOTES

SCOPE OF WORK/NOTES

INCLUSIONS / EXCLUSIONS

INCLUDED / EXCLUDED	ENGINEERING REQUIREMENTS	INCLUDED / EXCLUDED	INSTALLATION - MISCELLANEOUS
Included	**Sealed Drawings & Calculations**	Included	**Prevailing Wage / Certified Payroll**
Excluded	**Permit Submittal**	Excluded	**Union Wages**
Excluded	**Permit Fee**	Excluded	**Fencing**
Excluded	**DSA Submittal & Fees**	Excluded	**Water and Electrical**
Included	**Design and Engineering of Structure**	Excluded	**Landscape Repair**
Included	**Design and Engineering of Foundation**	Excluded	**Demolition (Existing Structures)**

Excluded	**Reactions and Loads for attachment to Walls, Rooftops, or Other**	Included	**Payment and Performance Bonds**
Excluded	**Foundation Location and Elevation Survey**	Excluded	**Special Inspection Fees**

Construction Assumptions

1) The designated area for our structures will be accessible by drive-up for unloading of our trucks and equipment, including personnel man-lifts, forklifts, etc. Should a crane be required and direct access not available, additional costs for such will be submitted by a Change Order.

2) Our pricing is based on the ability to perform all of our work with clear, sequential, and continuous access without interruption during normal daytime working hours. We have assumed one mobilization for the installation of foundations, steel and fabric; if additional mobilizations are required, there will be an additional charge. We will require exclusive access to the area for our work during the construction process.

3) Our pricing does not include daily site delays accessing the work areas. USA SHADE will submit a Change Order for any delays caused by other trades which interfere or cause us to stop working.

4) We will require site sanitary facilities and refuse containers by others within 200 feet of our work.

5) USA SHADE will leave its work and materials in a clean condition at the conclusion of our work.

6) Barricades and public security requirements are not included.

7) Unless specifically included in this proposal, this agreement does not include, and Company will not provide, services, labor, or materials for any of the following work: (a) removal and disposal of any materials containing asbestos or any hazardous materials as defined by the EPA; (b) moving Owner's property around the installation site; (c) repair or replacement of any Purchaser or Owner-supplied materials; or (d) repair of damage to existing surfaces that may occur when construction equipment and vehicles are being used in the normal course of construction.

8) Pricing for foundation design is based on drilled pier footings. In the event the geotechnical report requires an alternate configuration, any additional costs incurred will be submitted to the client by a Change Order.

9) Digging of our foundations will not be constrained by any existing concrete or utilities. USA SHADE will not be responsible for moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation.

10) Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair, resulting in delay, will result in additional charges unless they are

detailed on as-built site drawings provided to USA SHADE or marked on the ground and communicated to USA SHADE in writing prior to installation.

GENERAL TERMS & CONDITIONS AND WARRANTY

1) **Proposal:** The above proposal is valid for **15 days** from the date first set forth above. After 15 days, we reserve the right to increase prices due to the rise in cost of raw materials, fuel, or other cost increases. When applicable, USA SHADE & Fabric Structures reserves the right to implement a surcharge for significant increases in raw materials, including, but not limited to; fuel, steel, and concrete. Due to the duration of time between proposals, contracts, and final installation, USA SHADE & Fabric Structures reserves the right to implement this surcharge, when applicable.

2) **Purchase:** By executing this proposal, or submitting a purchase order pursuant to this proposal (which shall incorporate the terms of this agreement specifically by reference) which is accepted by USA SHADE & Fabric Structures (the "Company"), the purchaser identified above ("you" or the "Purchaser") agrees to purchase Shade Structures brand shade structures ("Structures") and the services to be provided by the Company, as detailed in the "Structure Pricing" and "General Scope of Work" sections of this agreement, above, or in the relevant purchase order accepted by the Company, for use by Purchaser or for installation by Company or Purchaser on behalf of a third-party who will be the ultimate owner of the Structures (the ultimate owner of a Structure, whether Purchaser or a third-party, being the "Owner").

3) **Short Ship Claims:** Purchaser has 15 days from receipt of the structures to file a short ship report in writing to its sales representative. Company will not honor claims made after this time.

4) **Short Ship Claims:** Purchaser has 15 days from receipt of the structures to file a short ship report in writing to its sales representative. Company will not honor claims made after this time.

5) **Bonding Guidelines:** If Purchaser will use or provide the Structures and Services for an Owner other than Purchaser (including, without limitation, as a subcontractor of Purchaser), Purchaser will include the following statement in Purchaser's contract with Owner:

> "The manufacturer's warranty for the Shade Structures brand shade structures is a separate document between USA SHADE & Fabric Structures and the ultimate owner of the Shade Structures brand shade structures, which will be provided to the ultimate owner at the time of completion of the installation and other services to be provided by USA SHADE & Fabric Structures. Due to surety requirements, any performance and/or payment bond will cover only the first year of the USA SHADE & Fabric Structures warranty."

6) **Insurance Requirements**: Company is not required to provide any insurance coverage in excess of Company's standard insurance. A copy of theCompany's standard insurance is available for your review prior to acceptance of the Company's proposal.

7) **Payment**: Terms of payment are defined in the "Pricing Details" section and are specific to this contract. For purposes of this agreement, "Completion" is defined as being the point at which the Structure is suitable for its intended use, the issue of occupancy consent, or a final building department approval is issued, whichever occurs first. Progress billing and payment will be required. All payments must be made to Shade Structures, Inc., P.O. Box 734158, Dallas, TX 75373-4158. Company may use all remedies available to it under current laws including, but not limited to, filing of liens against the property and using a collection agency or the courts to secure the collection of the outstanding debt.

8) Lien Releases: Upon request by Owner, Company will issue appropriate partial lien releases as corresponding payments are received from Purchaser, but prior to receiving final payment from Purchaser or Owner. Company will provide a full release of liens upon receipt of final payment. In accordance with state laws, Company reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens.

9) **Site Plan Approval, Permit/s, Permit Fees, Plans, Engineering Drawings, and Surveying:** Site plan approval, permits, permit fees, plans, engineering drawings, and surveying are specifically excluded from this agreement and the Services unless specified under the "General Scope of Work". The Company does not in any way warrant or represent that a permit or site plan approval for construction will be obtained. Sealed engineered drawings that are required but not included in the "General Scope of Work" will result in an additional cost to Purchaser.

10) **Manufacturing & Delivery:** Manufacturing lead-time from Company's receipt of the "Notice To Proceed" is approximately 6 to 8 weeks for standard structures, and 8 to 12 weeks for custom structures. Delivery is approximately 1 week thereafter. Delivery of structures may be prior to or at start of assembly. Please note that these timelines do not include approval or permitting timeframes.

11) **Return Policy for USA Shade:** At USA Shade, we strive to provide high-quality shade structures that are built to order and tailored to meet the unique needs of our customers. Due to the nature of our business and the customization involved, we have implemented the following return policy:

    1. **No Cancellations or Changes:** Once an order has been released for production, we cannot accept any cancellations or changes to the order. It is crucial for customers to review their order details carefully before finalizing the purchase.
    2. **No Returns:** Due to the customized nature of our shade structures, we do not accept returns. Once the order has been delivered and installed, it is considered a final sale. We encourage customers to thoroughly assess their requirements and specifications before ordering.
    3. **Product Quality Assurance:** We take pride in delivering high-quality shade structures that meet industry standards. Our products undergo rigorous quality

control measures to ensure they meet or exceed customer expectations. In the unlikely event that there is a manufacturing defect or an issue with the product, please get in touch with our customer service department immediately for assistance.

4. **Warranty Coverage:** Our shade structures are backed by a warranty against manufacturing defects or material faults. If you encounter any issues the warranty covers, please take a look at our warranty policy for more instructions on how to proceed.
5. **Customer Support:** We are committed to providing excellent customer service throughout your purchasing journey. If you have any questions or concerns or need help with your order, our dedicated customer support team is here to help. Don't hesitate to contact us via phone, email, or our website's contact form, and we will gladly assist you.

It is essential for customers to understand and acknowledge these terms and conditions before placing an order with USA Shade. Customers agree to abide by this return policy by proceeding with a purchase.

12) **Concealed Conditions:** "Concealed conditions" include, without limitation, water, gas, sprinkler, electrical and sewage lines, post tension cables, and steel rebar. This agreement is based solely on observations the Company was able to make either by visual inspection or by drawings and/or plans submitted by Owner at the time this agreement was bid. If additional Concealed Conditions are discovered once work has commenced, which were not visible at the time this proposal was bid, Company will stop work and indicate these unforeseen Concealed Conditions to Purchaser or Owner so that Purchaser and Company can execute a Change Order for any additional work. In any event, any damage caused by or to unforeseen Concealed Conditions is the sole responsibility of the Purchaser and Company shall not be held liable for any such damage. Soil conditions are assumed to be soil that does not contain any water, hard rock (such as limestone, caliche, etc.), rocks larger than 4 inches in diameter, or any other condition that will require additional labor, equipment and/or materials not specified by the Purchaser or Owner in the bidding process. Any condition requiring additional labor, equipment, and/or materials to complete the drilling or concrete operations will require a Change Order before Company will complete the process. Price quotes are based on a drilled pier footing. Any variation will incur additional charges (i.e. spread footings, concrete mat, sand, water, landfill, etc.). Costs for footing and installation do not include any allowance for extending below frost lines (the additional costs for which vary by geographical region)

13) **Changes in the Work:** During the course of this project, Purchaser may order changes in the work (both additions and deletions). Additionally, an approving agency may require changes in the work from the original design or engineering quoted and provided by the Company (both additions and deletions.) The cost of these changes will be determined by the Company, and a Change Order form must be completed and signed by both the Purchaser and the Company, which will detail the "General Scope of the Change Order". Should any Change Order be essential to the completion of the project, and the Purchaser refuses to authorize such Change Order, then Company will be deemed to have performed its part of the project, and the project and services will be terminated. Upon such termination, Company will submit a final billing to Purchaser for payment, less a labor allowance for work not performed but including additional charges incurred due to the stoppage. No credit will be allowed for materials sold and supplied, which will remain the property of the Purchaser.

14) **Indemnification:** To the fullest extent permitted by law, Purchaser shall indemnify, defend, and hold harmless the Company and its consultants, agents, and employees or any of them from and against claims, damages, losses and expenses, including, but not limited to, attorneys' fees related to the installation of the Structure or performance of the services, provided that such claim, damage, loss, or expense is attributable to bodily injury to, sickness, disease, or death of a person, or to injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Purchaser or its agents, employees, or subcontractors, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in Section 15.

15) **Statement of Limited Warranty:**

- The structural integrity of all supplied steel is warranted for ten years.
- If assembly is provided by the Company, workmanship of the structure is covered for one year, including labor for the removal of any failed part, disassembly (if necessary), cost of shipping, and reassembly.
- All steel surface finishes are warranted for one year.
- Shadesure™, Colourshade® FR, eXtreme 32™, Commercial 95™, and fabrics all carry a ten year limited manufacturer's warranty against failure from significant fading, deterioration, breakdown, outdoor heat, cold, or discoloration. Should the fabric need to be replaced under the warranty, the Company will repair or manufacture and ship a new replacement fabric at no charge for the first six years, thereafter pro-rated at 20% per year over the remaining four years. The following are exceptions to the preceding warranty terms:
    - Shadesure™ fabrics in Red, Yellow, Atomic Orange, Electric Purple, Zesty Lime, Cinnamon, Olive, and Mulberry carry a five year pro-rated
    - Fabric tops attached to Coolbrella™ structures carry a three year warranty;
    - Individual fabric tops measuring greater than 40' in length are covered by a non-prorated five year warranty;
    - Precontraint 502™ waterproof membrane is subject to an eight year pro-rated warranty.

- Sewing thread is warranted for ten years.

- These limited warranties are effective from the date of shipped, or, if assembly is provided by the Company, upon receipt by Company from Purchaser of a completed and signed "Customer Checklist and Sign-off" form.

- In its sole discretion, the Company will repair and or/replace defective structures, products or workmanship, or refund that portion of the price related to the defective product, labor, or service rendered.

- The Company reserves the right, in cases where certain fabric colors have been discontinued, to offer the Purchaser or Owner a choice of available alternative colors

to replace the warranted fabric. The Company does not guarantee that any particular color will be available for any period of time, and reserves the right to discontinue any color for any reason, without recourse by the Purchaser or Owner of the discontinued fabric color.

- Should the Purchaser or Owner sell the structures to another party, the warranty cannot be transferred to the new owner without a complete and thorough on-site inspection performed by a Company representative. Please contact the Company at warranty@usa-shade.com for more details.

- All warranty claims covering Company supplied structures, products, and services must be submitted by Purchaser or Owner in writing to the Company within thirty days from the date of discovery of the alleged defect and must include a detailed description and applicable photographs of the alleged defect or problem. Warranty claims should be submitted by email to warranty@usa-shade.com.

- Purchaser or Owner agrees that venue for any court action to enforce these limited warranties shall be in the City or County of Dallas in the State of Texas, USA.

- These limited warranties are void if:

    - the supplied structures, products, services and/or labor are not paid for in full;
    - the structures are not assembled in strict compliance with USA SHADE specifications;
    - any changes, modifications, additions, or attachments are made to the structures in any way, without prior written approval from the Company. Specifically, no signs, objects, fans, light fixtures, etc. may be hung from the structures, unless specifically engineered by the Company.

- These limited warranties do not cover defects and/or damages caused by:
    - normal wear and tear;
    - misuse, willful or intentional damage, vandalism, contact with chemicals, cuts and Acts of God (i.e. tornado, hurricane, micro/macros burst, earthquake, wildfires, etc.);
    - ice, snow or wind loads in excess of the designed load parameters engineered for the supplied structures;
    - use, maintenance, neglect, repair, and/or service inconsistent with the Company's written care and maintenance instructions, provided with the order.

- The limited warranties explicitly exclude:
    - workmanship related to assembly not provided by the Company or its agents;
    - fabric curtains, valances, and flat vertical panels;
    - fabric tops installed on structures that were not engineered and originally supplied by the Company.

- THE COMPANY SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, SPECIAL, LIQUIDATED, EXEMPLARY, OR PUNITIVE DAMAGES, OR ANY LOSS OF REVENUE, PROFIT, USE OR GOODWILL, WHETHER BASED UPON CONTRACT, TORT (INCLUDING NEGLIGENCE), OR ANY OTHER LEGAL THEORY, ARISING OUT OF A BREACH OF THIS WARRANTY OR IN CONNECTION WITH THE SALE, INSTALLATION, MAINTENANCE, USE, OPERATION OR REPAIR OF ANY PRODUCT OR SERVICE. IN NO EVENT WILL THE COMPANY BE LIABLE FOR ANY AMOUNT GREATER THAN THE PURCHASE PRICE FOR ANY PRODUCT OR SERVICE PROVIDED BY THE COMPANY.

- THE FOREGOING LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY FOR THE COMPANY'S PRODUCTS AND SERVICES, AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, IN LAW OR IN FACT. SELLER SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING OUT OF COURSE OF DEALING OR PERFORMANCE OR TRADE USAGE. PURCHASER, BY ACCEPTANCE AND USE OF THIS LIMITED WARRANTY, WAIVES ANY RIGHTS IT WOULD OTHERWISE HAVE TO CLAIM OR ASSERT THAT THIS LIMITED WARRANTY FAILS OF ITS ESSENTIAL PURPOSE.

Colourshade ® and eXtreme 32™ are registered trademarks of Multiknit Pty. Ltd.
Commercial 95™ and SaFRshade™ are registered trademarks of Gale Pacific USA Inc
Monotec 370™ is a registered trademark of PRO-KNIT Industries Pty. Ltd.
Precontraint 502™ is a registered trademark of Serge Ferrari North America, Inc.

16) **Assembly/Installation:**

- Company will notify Purchaser of the scheduled assembly date. Owner agrees to have an owner representative meet the assembly crew at the job site on the scheduled assembly date to verify the exact location where the structure(s) is to be placed.
- Labor for the removal, assembly, and/or freight charges will only be covered by Company in instances where the structures supplied and installed by Company are determined by the Company to be defective. In all cases where structures are not installed by Company, all labor for the removal, assembly, and/or freight of the structures will be the Purchaser's responsibility.
- Installation prices are based on a single mobilization charge. If additional mobilizations are required, there will be additional charges.
- If the requested services require Company access to Owner's premises, Company will be provided access to the Owner's premises free and clear of debris, automobiles, or other interference Monday ~ Friday during the hours of 8:00am to 6:00pm, and Company will have access to water and electrical facilities during installation. Additional charges will apply if utilities are not easily accessible. Where applicable, all vehicles will be moved prior to Company's crew beginning any installation.
- Company will not be responsible for moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation.
- Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair resulting in delay will result in additional charges unless they are

detailed on as-built site drawings provided to Company or marked on the ground and communicated to Company in writing prior to fabrication and installation.

17) **Installation/Assembly on-site:** Where installation/assembly is part of the services, Purchaser must provide the Company with a detailed drawing prepared by or for the Owner showing exactly where the structures are to be assembled as well as detailing any obstacles or other impediments that may cause the assembly process to be more difficult. Any fixture(s), e.g., playground, pools, etc., that the structures are to be assembled over must also be detailed, along with their peak heights (if applicable).

18) **Site/Use Review by Purchaser:** Company relies on the Purchaser to determine that the structures ordered are appropriate and safe for the Owner's installation site and/or intended use. Company is not responsible for damages or injuries resulting from collisions by moving objects or persons with the structure post(s). Company can recommend, or supply at additional cost, padding for posts from a third party manufacturer.

19) **Preparatory Work:** Where installation/assembly is part of the services and in the event that the foundation or job site is not suitable or ready for assembly to begin on the scheduled day, a Delay of Order notification must be sent to Company at least 4 working days prior, in order to allow Company to reschedule the project. In the event that Company is not notified and incurs an expense in attempting to execute the assembly, a re-mobilization charge may be charged to Purchaser before Company will reschedule the assembly.

20) **Delegation: Subcontractors:** The services and the manufacturing and assembly of the structures may be performed by subcontractors under appropriate agreements with the Company.

21) **Force Majeure: Impracticability:** The Company shall not be charged with any loss or damage for failure or delay in delivering or assembling of the structures when such failure or delay is due to any cause beyond the control of the Company, due to compliance with governmental regulations or orders, or due to any Acts of God, strikes, lockouts, slowdowns, wars, or shortages in transportation, materials or labor.

22) **Dispute Resolution**: Any controversy or claim arising out of or related to this agreement must be settled by binding arbitration administered in Dallas, TX by a single arbitrator selected by the parties or by the American Arbitration Association, and conducted in accordance with the construction industry arbitration rules. Judgment upon the award may be entered in any court having jurisdiction thereof.

23) **Entire Agreement; No Reliance:** This agreement represents and contains the entire agreement between the parties. Prior discussion or verbal representations by the parties that are not contained in this agreement are not part of this agreement. Purchaser hereby acknowledges that it has not received or relied upon any statements or representations by Company or its agents which are not expressly stipulated herein, including without limitation any statements as to the structures, warranties, or services provided hereunder.

24) **No Third-Party Beneficiaries:** This agreement creates no third-party rights or obligations between Company and any other person, including any Owner who is not also a Purchaser. It is

understood and agreed that the parties do not intend that any third party should be a beneficiary of this agreement.

25) **Governing Law:** The agreement will be construed and enforced in accordance with the laws of the State of Texas.

26) Assignment: Purchaser may not assign this agreement, by operation of law or otherwise, without the prior written consent of Company. The agreement shall be binding upon and insure to the benefit of the Company and the Purchaser, and their successors and permitted assigns.

27) Electronic Signatures. Each party agrees that the electronic signatures of the parties to this Agreement, whether digital or encrypted, including but not limited to the use of a typed name, are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including but not limited to typed or email electronic signatures.

PURCHASER

Town of Discovery Bay

NOTE: All purchase orders and contracts should be drafted in the name of

Shade Structures, Inc.

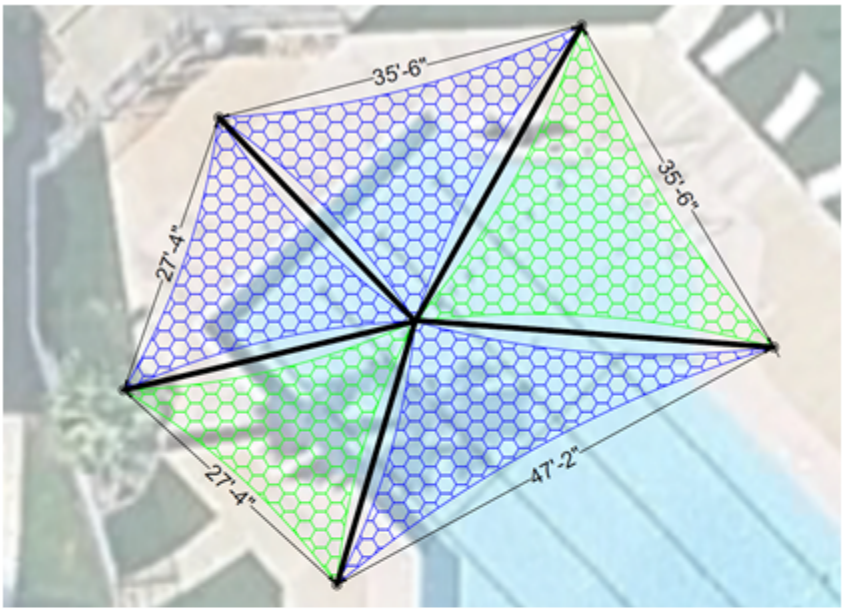
Signature:

By:

Title:

Date:

PACIFIC SHADE SAILS DESIGN



Similar to this, yet no upper sails.



Thanks

Item F.2

Pacific Shade Sails | Shadeology

Corporate address

3781 14th Ave NE Naples, FL

34120

+19164679371

Estimate

ADDRESS	SHIP TO	
Monica Gallo	Monica Gallo	**ESTIMATE #** 2805
Town of Discovery Bay	Town of Discovery Bay	**DATE** 07/29/2026
1601 Discovery Bay Blvd	1601 Discovery Bay Blvd	
Discovery Bay, CA 94505	Discovery Bay, CA 94505	

PRODUCT	DESCRIPTION	QTY	RATE	AMOUNT
Shade Sail Structure	Custom Multi Panel Pentagon Shade Sail structure consisting of (5) columns and (5) Fabric Sails. 10' Eave - Pier Mounted Colors TBD Excludes any electrical access for lighting	1	59,763.00	59,763.00T
Design & Engineering	CA Professional Engineered drawings and Calculations	1	1,110.00	1,110.00
ABT	Anchor Hardware and Templates Estimated at this time and subject to change due to final engineering	1	3,500.00	3,500.00T
Installation	Installation of footings and structure Includes prevailing wage and DIR Cert	1	42,000.00	42,000.00T
Shipping	Freight and Shipping Costs ALL COSTS ARE SUBJECT TO CHANGE DUE TO ENGINEERING OR CITY REQUIREMENTS	1	14,925.00	14,925.00

SUBTOTAL	121,298.00
TAX	9,210.51
TOTAL	**$130,508.51**

Accepted By

Accepted Date