

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

April 9, 2024

**FROM**

**DON DAY, Director, Project and Facilities Management Department**

**BEAHTA R. DAVIS, Director, Regional Parks Department**

**SUBJECT**

Advertise for Competitive Bids for the Prado Regional Park Gatehouse and Monument Sign Replacement Project in Chino

**RECOMMENDATION(S)**

1. Find that the Prado Regional Park Gatehouse and Monument Sign Replacement Project is exempt under California Environmental Quality Act Guidelines, Class 3, 15303(c), for new construction or conversion of small commercial structures in urbanized areas not exceeding 10,000 square feet.
2. Approve the plans and specifications for the Prado Regional Park Gatehouse and Monument Sign Replacement Project, located at 16700 Euclid Avenue in Chino.
3. Authorize the Director of the Project and Facilities Management Department to advertise for competitive bids for the Prado Regional Park Gatehouse and Monument Sign Replacement Project.
4. Direct the Project and Facilities Management Department to file the Notice of Exemption for the Prado Regional Park Gatehouse and Monument Sign Replacement Project in accordance with the California Environmental Quality Act.

(Presenter: Don Day, Director, 387-5000)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The Prado Regional Park Gatehouse and Monument Sign Replacement Project (Project) (WBSE 10.10.1257) budget of \$1,328,895 is funded with the Community Service Upgrades Reserve as approved by the Board of Supervisors (Board) as part of the 2023-24 Capital Improvement Program (CIP) budget.

**BACKGROUND INFORMATION**

The Project and Facilities Management Department (PFMD) seeks approval to solicit competitive bids for the Prado Regional Park Gatehouse and Monument Sign Replacement Project located in Chino. The current small entry gatehouse needs to be replaced as it is old, dated and does not have a staff restroom. The staff manning the entry gatehouse must travel approximately 2,700 feet to the maintenance yard to use the restroom facility. Moreover, the existing gatehouse lacks proper heating, venting, and air conditioning, exposing staff to

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inclement weather while operating the gate. To address these issues, the proposed new entry gatehouse will be larger, with a staff restroom, conditioned space, staff break area/office, and visitor reception area. The new gatehouse will be located further into the park, reducing traffic backup onto Euclid Avenue. Additionally, a new modern monument sign designed to capture Prado Regional Park's setting will replace the existing signage poles. The new monument sign will be 22 feet wide by 22 feet high, replacing the existing two-pole and banner sign. It will be situated adjacent to Euclid Avenue.

The new entry gatehouse and monument signs align with the County and Chief Executive Office's goals and objectives to provide improved amenities and aesthetic appearance of Prado Regional Park for staff, visitors, and the surrounding community. All improvements shall comply with current building codes and Americans with Disabilities Act requirements, providing a safer work environment and contributing to increased park attendance, which will generate additional revenue.

It is recommended that the Board determine the project be categorically exempt under California Environmental Quality Act (CEQA) Guidelines (Title 14, California Code of Regulations), Section 15303(c). This exemption allows for new construction of commercial structures not exceeding 10,000 square feet in floor area in urbanized areas.

This Project is consistent with the County Administrative Office approved CIP Project No. 22-074.

**PROCUREMENT**

PFMD will advertise for competitive bids for the Project on April 12, 2024. A mandatory pre-bid meeting for prospective bidders is scheduled to be conducted on April 24, 2024, at 10:00 a.m. at 16700 Euclid Avenue, in Chino. The bid opening for the Project is scheduled for May 29, 2024, at 10:00 a.m. at PFMD, 385 N. Arrowhead Avenue, 3<sup>rd</sup> Floor, San Bernardino, CA 92415.

Once PFMD has identified the lowest responsible and responsive bidder, an item will be presented to the Board for approval to award a construction contract.

Pursuant to California Public Contract Code sections 22032 and 22039, the Board shall adopt plans, specifications, and working details for public projects exceeding \$200,000. Plans and specifications are on file with the Clerk of the Board of Supervisors.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Daniel Pasek, Deputy County Counsel, 387-5455) on February 22, 2024; Regional Parks (Beahta Davis, Director, 387-2886) on February 22, 2024; Purchasing (Dylan Newton, Supervising Buyer II, 387-2148) on February 22, 2024; Project and Facilities Management (Robert Gilliam, Chief of Project Management, 387-5000) on March 12, 2024; Finance (Yael Verduzco, Principal Administrative Analyst, 387-5285) on March 22, 2024; and County Finance and Administration (Valerie Clay Deputy Executive Officer, 387-5423) on March 22, 2024.

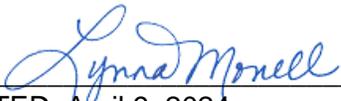
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman   Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY  \_\_\_\_\_  
DATED: April 9, 2024



cc:    File - Project and Facilities Management w/CD w/attach  
CCM   04/15/2024