

CAPISTRANO BAY DISTRICT
AGENDA REPORT
January 31, 2012

Administration Office Relocation

ITEM H.1

District Admin Office Return to Beach Road

JT Consulting Engineers was hired and directed to begin developing plans for this project on about October 5th. A preliminary concept plan showing a proposed building and planter layout was submitted by the engineer on October 19th.

The preliminary plan was reviewed and the engineer was given direction after the December meeting to proceed with more complete drawings. The next set of drawings were submitted to the District on about January 24th.

Attached are the sketches as submitted by John Tran. At this time it will be necessary for the Board to look over the proposed drawings and decide how the exterior is to be finished. The Engineer has made some assumptions based on the previous exterior work around the guard building and has reflected that theme in his sketches for the Admin. Office.

For the new Directors, the Board intends to re-use the previous admin office building and will acquire a new ancillary structure for the handicap restroom.

Two mobile office mfg's have been considered for providing a pre-built restroom that could be put together at their plant to any level of completion we want and delivered to our site with the interior completed or nearly completed. This is in the early stages at this point and as details get worked out we can establish pricing.

When the design has been approved, the project can proceed with the following items:

- submittal to OCTA for an amendment to the Master License Agreement
- submittal to Metrolink for project approval/permission to develop on their property
- submittal to City of Dana Point for Coastal Development Permit and building permits