



**G R O U P 4**

ARCHITECTURE  
RESEARCH +  
PLANNING, INC

211 LINDEN AVENUE  
SO. SAN FRANCISCO  
CA 94080 USA  
**T: 650-871-0709**  
F: 650-871-7911  
www.g4arch.com

JONATHAN HARTMAN  
ARCHITECT

DAWN E. MERKES  
ARCHITECT

DAVID SCHNEE  
ARCHITECT

ANDREA GIFFORD  
ARCHITECT

CAROLYN CARLBERG  
ARCHITECT

GARY CHING  
ARCHITECT

JILL EYRES  
ARCHITECT

DANIEL LAROSSA  
ARCHITECT

WILLIAM LIM  
ARCHITECT

TERESA ROM  
ARCHITECT

17 August 2017

**MEMORANDUM**

Marin City Community Services District  
630 Drake Ave.  
Marin City, CA 94965  
Attn: CSD Board of Directors, Monique Brown, Joshua Barrow

**PROJECT**  
Marin City Center for Community Life  
**SENT VIA**  
Hand Delivered

**TOPIC**  
CFCL Group 4 Updates as of 8/15/2017

Dear Members of the Board,

Please find below a project progress update for the Center for Community Life project:

**Master Plan Scope (Group 4 Contract Amendment 1)**

- Purpose
  - This scope included the preparation of the CFCL Master Plan (MP) that describes the community’s long term facility vision (Vision Plan). The MP also serves as a tool to coordinate project phases so that near term projects work with and support later phase projects. The MP was submitted to the County in February 2017 for approval along with County required Use Permits. This scope also included the preparation of the required CEQA documents.
- Status
  - This scope is ~80% complete and is still active
  - New County regulations may change the review and approval process. CSD and G4 are meeting with the County on 8/18 to determine updated next steps.
- Next Steps
  - Updated County Planning Review and Approval Process
  - Preparation of supplemental studies requested by the County (geotechnical, traffic, and parking, others tbd). Pending submission to and approval by CSD BOD.
  - Public review and County hearings (tbd)
  - CSD BOD approval of CEQA
  - County approvals (tbd)

**Schematic Design Scope (Group 4 Contract Amendment 2)**

- Purpose
  - The Schematic Design (SD) is the first detailed design and engineering phase (It takes design to approximately 30% ready for permit and construction) and was prepared for the portion of the Master Plan that the CSD Board directed to be Phase 1 scope. According to the then current County planning regulations – the SD package was to serve as the required Precise Development Plan (PDP) submittal. It was anticipated that the Master Plan, CEQA, Precise Development Plan, and Use Permits were going to go through a coordinated review, hearings, and/or approvals by the County
- Status
  - This scope is 95% complete and still active
  - New County regulations will change the review and approval process. CSD and G4 are meeting with the County on 8/18 to determine updated next steps.
- Next Steps
  - Updated County Planning Review and Approval Process
  - CAC alignment to SD scope and estimated costs with to-be updated fundraising targets resulting in CSD BOD approved revised list of Phase 1 project(s).

**Design Development – CA Scope (Future Group 4 Contract Amendment(s) tbd)**

- CSD Board authorization to advance Phased Project(s) into Design Development and Construction Document Phases to obtain Building Permit(s) and put project out to bid.
- CSD Board authorization to advance Phased Project(s) into Construction Administration and Project Closeout Phases to support Phase 1 project(s) to completion.

Thanks,

David Schnee, AIA, AICP, LEED BD+C  
Principal