



Staff Report

TO: Board of Harbor Commissioners

FROM: John Moren, Director of Operations
THRU: James B. Pruet, General Manager

DATE: August 20, 2025

SUBJECT: Burnham Strip Overflow Parking Lot Project Design, Engineering, Public Outreach, Permitting and Construction Support Bid Proposal (2025-02)

Recommended Motion:

Motion: Pursuant to a publicly advertised Request for Proposal (RFP), authorize the General Manager to enter into an Agreement with the firm found to be best qualified, CSWST2 engineering firm, for the Burnham Strip Overflow Parking Lot and Greenspace Project, for an amount not to exceed \$455,267, with a 10% contingency in the event there is a need for change orders due to unforeseen challenges or additional work found needed, and authorize the General Manager to issue change orders up to the contingency amount, and approve an increase in Capital Expenditure Appropriations of \$500,794, to be funded by available working capital.

Policy Implications:

Consistent with the District's goal to provide easy and safe public access to coastal beaches and marine facilities.

Background:

Pillar Point Harbor (PPH) has an active commercial fishing harbor with over 450 slips for both commercial and recreational vessels, a very busy public boat ramp, well used public greenspaces, public beaches, trails and is a Harbor of Safe Refuge for vessels transiting the coast. In addition, PPH has a busy kayak/paddleboard/bicycle rental vendor and a retail center which the District leases to marine related businesses and restaurants. These activities create a strong demand for parking at PPH.

The free public parking at PPH is also utilized by the public for access to the surrounding area to include the Coastal Trail, coastal fishing, local restaurants and businesses. It also serves as a gathering space for local groups (motorcycle and car groups).

Multiple times per year (Crab Opener, Salmon Opener, Holidays, nice weather weekends, special events, etc...), the parking capacity of Pillar Point Harbor is exceeded. On these occasions, the shoulder of Hwy 1 is used as an unofficial overflow parking area, both on the north and southbound sides. This practice is not only a

violation of California law, it creates an unsafe, and potentially dangerous situation for pedestrians, cyclists, and other motor vehicles. It also limits emergency access for emergency vehicles.

In addition to the safety concerns of parking on the Hwy shoulder, a current project being sponsored by Caltrans to resurface Hwy 1 will redesignate the highway shoulders as “bicycle lanes”, thus eliminating the illegal and unsafe practice of using the shoulders as overflow parking.

To address the lack of parking options, working with Caltrans, District Staff identified a potential project that would create a new parking area on District owned property located on the Burnham Strip. (See Below Figure 1).



The proposed parking area is opposite the Pillar Point Harbor Public Launch Ramp, Coastal Trail, Hotel Beach, and Sam's Restaurant.

The Harbor District does not have the funds at present to build the proposed parking area. However, the Caltrans Hwy 1 Project has created some opportunities for the Harbor District to partner in the construction of a public parking area, as Caltrans is required to provide 75 free public parking places with safe access to the coast as a condition of their project. In addition, the District is under contract with a grant consulting firm to help identify any potential grant opportunities that could potentially help fund construction. Therefore, the District desires to have the project “shovel ready” beforehand.

The parcels are zoned as EG: El Granada Gateway District. The purpose of the “EG” District is to provide for low intensity development at the “Burnham Strip” which preserves, to the greatest degree possible, the visual and open space characteristics of this property. Permitted uses of the parcels include “Public Parking for Surfers Beach” and “public walking parks” Any parking area plan would include public walking path to include potential partnerships with San Mateo County to complete the multi-modal trail along the length of the Burnham Strip.

A new crosswalk across Hwy 1 at the south end of the parking area would be required for pedestrians to gain access to the boat launch area, Coastal Trail, restaurants, and Surfers Beach. The area between the north end of the proposed parking area and Capistrano is proposed as a walking park/greenspace that can be used for access (including compliance with the ADA) to the existing crosswalk across Hwy 1. Access to and from the new parking lot would be from Avenue Alhambra, see diagram below.



The RFP included requirement for the design firm to initiate extensive public outreach and workshops to address public/stakeholder concerns and gather ideas. The RFP also requires the project to incorporate only Dark Sky International approved lighting, be fully ADA compliant, conduct wildlife and traffic studies, so impacts can be fully understood.

The District received three qualified proposals and, after a thorough comparative analysis, the engineering firm CSWST2 was determined best choice for this project.

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Attachments:

- 1) [CSWST2 RFP Proposal](#)
- 2) [CSWST2 Bid Form](#)
- 3) [Request for Proposal](#)