



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 03/17/2020

ITEM NO: 4

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DATE: March 11, 2020

TO: Mayor and Town Council

FROM: Laurel Prevetti, Town Manager

SUBJECT: Authorize the Following Actions for The Creek Trail, Park Pathway, and Parking Lot Seal Coat and Striping Project (18-831-4609):

- a. Approve the Plans and Specifications;
- b. Authorize the Town Manager to Advertise the Project for Bid;
- c. Authorize the Town Manager to Award and Execute a Construction Agreement in an Amount not no Exceed \$212,000, Including Contingencies and Change Orders;
- d. Authorize Staff to Execute Future Change Orders in an Amount not to Exceed Ten Percent of the Contract Award Amount.

**RECOMMENDATION:**

Authorize the Following Actions for The Creek Trail, Park Pathway, and Parking Lot Seal Coat and Striping Project (18-831-4609):

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- d. Authorize Staff to Execute Future Change Orders in an Amount not to Exceed Ten Percent of the Contract Award Amount.

**BACKGROUND:**

The adopted FY 2019/20-2023/24 Capital Improvement Program (CIP) designates funding for asphalt maintenance at the most heavily used park facilities through project 18-831-4609. The following parking lots and trails will be resurfaced and restriped with this project:

**PREPARED BY:** Lisa Petersen  
Assistant Director of Parks and Public Works/Town Engineer

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Parks and Public Works Director

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SUBJECT: Approve Actions for the Creek Trail, Park Pathway, and Parking Lot Seal Coat and Striping Project (18-831-4609)

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BACKGROUND (continued):

- Blossom Hill Park Parking Lots (north and south lots)
- Belgatos Park Parking Lot
- Creekside Park Parking Lot (Restriping Only)
- Oak Meadow Park Parking Lot and Trails
- Live Oak Manor Trails
- Los Gatos Creek Trail Within Town Maintenance Limits

These facilities are heavily used every day. Resurfacing and restriping is needed to keep pavement surfaces in good condition and prevent long term wear and damage.

DISCUSSION:

The pavement resurfacing will occur in two phases. The initial preparatory phase will be performed by Town maintenance crews. This work will consist of filling cracks and potholes, and grinding uneven surfaces typically created by root uplifting. The second phase will consist of resurfacing and restriping by a contractor. Pavement resurfacing in this case involves the application of two layers of an oil seal coat. The seal coat is applied as a liquid and is heated prior to application. The treated facility must remain closed until the seal coat has hardened and restriping is complete. For the material to harden, the work must be completed in the summer during the day, when temperatures are warmer.

The contract documents contain provisions to minimize adverse impacts on park users. A maximum three-day consecutive closure is allowed, with all work occurring during a single closure period at each location. This is particularly critical for work on the Los Gatos Creek Trail, where the limits extend from North of Highway 85 to south of Miles Avenue (excluding the portion of trail in Vasona Park). To expedite the completion of the maintenance work on the trail, the Contractor will be allowed to work between 7:00 a.m. to 7:00 p.m.

Several organizations and agencies were contacted to discuss the project and the potential impacts it may have on their summer operations, including Youth Science Institute (YSI), Los Gatos Saratoga Recreation, and Santa Clara County Parks. Several additional scheduling restrictions and requirements were added to the contract documents to address their needs.

The base bid engineer's estimate for this project is \$225,000 including a 10% contingency and project delivery costs, all within the project budget. The project plans and specifications can be viewed on the Town website at <https://www.losgatosca.gov/108/Capital-ImprovementProgram>.

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CONCLUSION:

Approval of the recommendations will allow this project to move forward for bidding and award.

COORDINATION:

This project has been coordinated with the Town’s Event Specialist and the Finance Department.

FISCAL IMPACT:

The Parks and Public Works Department continues to plan for, and track costs associated with capital improvement projects. Where projects can be delivered within the workload of staff already budgeted in the Department’s operating budget, no costs will be associated with the project. This project requires the use of some temporary staffing not included in the Department budget in order to meet schedule and workload commitments. The costs of the temporary employees will be charged to the project budget.

| <b>Creek Trail, Park Pathway, and Parking Lot Seal Coat and Striping Project<br/>Project 831-4609</b> |                   |                   |
|---|-------------------|-------------------|
|   | <b>Budget</b>     | <b>Costs</b>      |
| GFAR  | \$ 225,000        |                   |
| <b>Total Budget</b>   | <b>\$ 225,000</b> |                   |
|   |                   |                   |
| Project Construction (Including 10% Contingency)  |                   | \$ 212,000        |
| Staff Costs (temporary staffing)  |                   | \$ 13,000         |
| <b>Total Expenditures</b>   |                   | <b>\$ 225,000</b> |
|   |                   |                   |
| <b>Remaining Balance</b>  |                   | <b>\$0</b>        |

Department staff costs (7% -not charged to project) (\$14,840)

ENVIRONMENTAL ASSESSMENT:

This is a project as defined under CEQA but is Categorical Exempt (Section 15301(c) Existing streets, sidewalks, trails and similar facilities). A Notice of Exemption will be filed.