



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 02/02/2021

ITEM NO: 4

DATE: January 28, 2021
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Annual Street Repair and Resurfacing Project (CIP No. 811-9901):

- a. Approve the Plans and Specifications;
- b. Authorize Advertising the Project for Bid;
- c. Authorize the Town Manager to Award and Execute a Construction Agreement in an Amount Not to Exceed \$4,763,000, 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;
- e. Authorize the Town Manager to Execute a Cost Share Agreement with the City of Monte Sereno Not to Exceed \$400,000 for the Work within the City's section of Winchester Boulevard;
- f. Authorize Revenue and Expenditure Budget increases in the Amount of \$334,000 for the Annual Street Repair & Resurfacing Project (CIP No. 811-9901) and \$66,000 for the Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921) for Anticipated Reimbursements; and
- g. Authorize Revenue and Expenditure Decrease in the Amount of \$78,339 to Recognize Lower than Anticipated Costs and Reimbursements from Prior Cost share Agreements.

RECOMMENDATION:

Staff recommends that the Town Council authorize the following actions for the Annual Street Repair and Resurfacing Project (CIP No. 811-9901):

- a. Approve the Plans and Specifications;

PREPARED BY: WooJae Kim
Town Engineer

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

RECOMMENDATION (continued):

- b. Authorize advertising the project for bid;
- c. Authorize the Town Manager to award and execute a construction agreement in an amount not to exceed \$4,763,000, including contingencies and change orders;
- d. Authorize staff to execute future change orders in an amount not to exceed ten percent (10%) of the contract award amount;
- e. Authorize the Town Manager to execute a Cost Sharing Agreement with the City of Monte Sereno (Attachment 1) not to exceed \$400,000 for the work within the City's section of Winchester Boulevard;
- f. Authorize revenue and expenditure budget adjustments in the amount of \$334,000 for the project and \$66,000 for the Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921) for anticipated reimbursements; and
- g. Authorize Revenue and Expenditure decrease in the Amount of \$78,339 to recognize lower than anticipated costs and reimbursements from prior cost share agreements.

BACKGROUND:

The adopted Fiscal Year (FY) 2020/21-2024/25 Capital Improvement Program (CIP) Budget designates funding for the Town's Street Repair and Resurfacing Project (CIP No. 811-9901). This is a recurring annual project for street rehabilitation activities throughout the Town to enhance safety for all travel modes and maintain the roadway infrastructure. It is important for the Town to keep up with the annual street maintenance projects each year to improve the Town's roadways and prevent street pavements from deteriorating to more extensive and costly repair conditions.

At the Town Council meeting on December 15, 2020, the Council approved the Street List (Attachment 2) for the FY 2020/21 Street Repair and Resurfacing Project, and authorized staff to move forward with the final design. The Street List was coordinated with utility companies, applicants of potential or approved private developments, and neighboring agencies to minimize conflicts. Once streets are paved, Parks and Public Works Department (PPW) imposes five-year moratorium restrictions on future street work.

DISCUSSION:

For the FY 2020/21 Street Repair and Resurfacing (Street) Project, the focus will be on preventive maintenance through rubber cape seal, slurry seal, and crack seal treatments of project locations identified in the approved street list. Through the final design process for the project, staff identified four additional street segments that require repair and should be addressed this year in addition to the Street List approved by Council:

DISCUSSION (continued):

- Wadsworth Avenue between Laurel Avenue and Fairview Avenue (rubber cape seal)
- Manzanita Avenue from Fairview Place to end (slurry seal)
- Blossom Hill Road between Cherry Blossom Land and Hillbrook Drive (spot base failure repairs)
- Pollard Road between Quito Road and W. Parr Avenue (spot base failure repairs)

The updated Street List with the added street segments is included as Attachment 3. The updated Street List also includes all the locations where only crack seal treatments are proposed as a preventive measure.

The Street Project for this year will incorporate the Winchester Class IV Bikeway Project (CIP No. 813-0240) to improve bike safety along Winchester Boulevard between Albright Way and Blossom Hill Road before the implementation of a larger Complete Streets project on the arterial street in upcoming years. The main feature of a Class IV bikeway is a physical divide or barrier between the vehicular travel lane and the bike path. On Winchester Boulevard, the physical divide will be created by new green bollards and buffer zone striping, similar to what was installed on Blossom Hill Road between Roberts Road to Los Gatos Boulevard in 2019. The Town secured a Transportation Fund for Clean Air grant from the Bay Area Air Quality Management District to cover 80% of the Class IV bikeway project with a 20% local match from the Town. Prior to the installation of Class IV bikeways this summer, pavement repairs and improvements are required on Winchester Boulevard to be addressed through the Street Repair and Resurfacing Project.

Staff has conducted extensive community outreach to collect public feedback on the Winchester Class IV Bikeway and made diligent efforts to address concerns. Updates on the Winchester Class IV Bikeway final design can be viewed on the Town's Connect Los Gatos webpage at <https://www.losgatosca.gov/2590/Winchester-Blvd-Bicycle-Lanes>.

Street and bikeway improvements on Winchester Boulevard between Pleasant View Avenue and Vineland Avenue fall within the City of Monte Sereno jurisdiction. The Town staff estimated a cost of \$396,394 for bikeway, pavement, sidewalk, and curb ramp/sidewalk improvements needed within Monte Sereno. On October 20, 2020, the City Council of Monte Sereno approved a Cost Share Agreement to reimburse the Town up to \$400,000 for the work within the Monte Sereno jurisdiction to construct continuous Class IV bikeways along Winchester Boulevard. For the curb ramp and sidewalk improvements within Monte Sereno, \$66,000 of the Cost Share Agreement reimbursable funding would need to be appropriated to the Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921) (see separate agenda item for this project).

DISCUSSION (continued):

The engineer's estimate to complete the proposed work for FY 2020/21 Street Project is \$4,763,000, which includes base bid, alternate bid items, and contingency. The Plans and Specifications for the Street Project include base bid items and seven additive alternate bid items to cover all proposed work. Alternate bid items allow flexibility in the size of the project to take advantage of the available budget. Although, the construction contract would be awarded based on the combined lowest total of base and alternative bid items, the additive alternates would be awarded based on the available project budget.

The Plans and Specifications for the project, including the final design for the Winchester Class IV Bikeway, are available for review on the PPW capital improvement webpage at www.losgatosca.gov/108/Capital-Improvement-Program.

Once authorized by the Town Council to advertise for bid, the following is the anticipated schedule for the project:

<u>Milestones</u>	<u>Anticipated Timeline</u>
Advertise the Project for Bid	February 5, 2021
Bids Due	March 2, 2021
Award and Execute Agreement	March 2021
Start Construction	April 2021
Anticipated Completion	August 2021

Staff will conduct project outreach via social media platforms and distribute project notifications to inform the affected communities of the upcoming project throughout the Town.

CONCLUSION:

Approval of the recommendations allows the Town's annual street maintenance project to move forward for bidding and award. It is important for the Town to complete their annual street maintenance project each year to prevent Town streets succumbing to more extensive and costly repair categories.

COORDINATION:

This project has been coordinated with the Finance Department.

FISCAL IMPACT:

Staff is recommending that the Town Council authorize the Town Manager to execute a reimbursable Cost Share Agreement with the City of Monte Sereno not to exceed \$400,000 for the work on Winchester Boulevard within the Monte Sereno jurisdiction. Revenue and expenditure budget adjustment would be needed to appropriate \$66,000 of the Cost Share Agreement reimbursable amount to the FY 2020/21 Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921) for the concrete work within their City jurisdiction. Another budget adjustment is needed to appropriate the remaining \$334,000 for the FY 2020/21 Street Repair and Resurfacing Project.

Lastly, a revenue and expenditure budget decrease of \$78,339 is proposed to reflect lower than anticipated costs and corresponding reimbursements from previous cost share agreements with the cities of Monte Sereno and San José.

With the FY 2020/21 – 2024/25 CIP budgets designated for the Street Repair and Resurfacing Project (CIP No. 811-9901), the Winchester Class IV Bikeway Project (CIP No. 813-0240), and the Annual Street Restriping Project (CIP No. 811-9902), and with the \$334,000 of the Cost Share Agreement reimbursable fund (pending approval from the Town Council), there are sufficient funds for this year's annual Street Project.

Street Repair and Resurfacing Project 811-9901		
	Budget	Costs
GFAR	\$ 2,303,024	
Gas Tax	\$ 1,242,352	
Winchester Class IV Bikeway	\$ 842,917	
Proposed Cost Share – City of Monte Sereno	\$ 334,000	
Annual Street Restriping	\$ 169,772	
Reduction for Prior Cost Share Agreements	\$ (78,339)	
Total Project Budget	\$ 4,813,726	
Project Estimate (Base and Alternate Bid Items)		\$4,330,000
Contingency		\$433,000
Material Testing		\$30,000
Temporary Staff Costs		\$15,000
Other Project Related Costs		\$5,726
Project Costs		\$4,813,726
Available Balance		\$ 0

FISCAL IMPACT (continued):

Staff costs are tracked for all projects. Tracking of staff costs allows for accountability in the costs of projects, recovery of costs from grant funded projects, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff that support fluctuating workloads. The costs for temporary staff will be directly associated with this project while full-time staff are accounted for in the department's operating budget.

ENVIRONMENTAL ASSESSMENT:

This is a project defined under CEQA as being Categorically Exempt [Section 15301(c) Existing streets, sidewalks, trails and similar facilities]. A Notice of Exemption is filed with the County.

Attachments:

1. Cost Share Agreement with Monte Sereno for Winchester Boulevard
2. Council Approved Street List for FY 2020/21 Street Repair and Resurfacing Project (dated 12/9/2020)
3. Updated Street List for FY 2020/21 Street Repair and Resurfacing Project (dated 1/21/2021)