



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 11/05/2019

ITEM NO: 9

DATE: October 15, 2019
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute a Certificate of Acceptance and Notice of Completion for the Work of Interstate Grading and Paving and Authorize Recording by the Town Clerk for PPW Job No. 18-811-9901 Annual Street Repair and Resurfacing Project (Arterial/Collector Overlay)

RECOMMENDATION:

Authorize the Town Manager to execute a Certificate of Acceptance and Notice of Completion (Attachment 1) for the work of Interstate Grading and Paving and authorize recording by the Town Clerk for PPW Job No. 18-811-9901 Annual Street Repair and Resurfacing Project (Arterial/Collector Overlay).

BACKGROUND:

The Town's adopted FY 2018/19-2022/23 Capital Improvement Program (CIP) Budget designated funding for these projects.

At the January 15, 2019 Town Council meeting, Council approved the plans and specifications for the Annual Street Repair and Resurfacing Project (Arterial/Collector Overlay) and authorized the Town Manager to advertise the project for bid and to award the project in an amount not to exceed the available construction budget of \$2,190,000, including contingencies and any change orders, to the lowest responsible bidder.

The Town entered into an agreement with Interstate Grading and Paving for the work for the low bid of \$1,971,640.00.

PREPARED BY: Lisa Petersen
Assistant Public Works Director/Town Engineer

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

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DISCUSSION:

Interstate Grading and Paving has satisfactorily completed all of the work for the project and staff recommends accepting the project.

Ten percent of the faithful performance bond will remain in effect for a period of two years as a guarantee for any needed repair or replacement caused by defective materials and workmanship for the project. The execution and recordation of the Certificate of Acceptance is now required to finalize the Town's acceptance of the project.

CONCLUSION:

Authorize the Town Manager to execute a Certificate of Acceptance and Notice of Completion for the work of Interstate Grading and Paving and authorize recording by the Town Clerk for PPW Job No. 18-811-9901 Annual Street Repair and Resurfacing Project (Arterial/Collector Overlay).

FISCAL IMPACT:

The final construction costs totaled \$1,836,447.86 for the work. Project delivery costs, including advertising, printing, materials testing, staff, and design, have totaled \$276,217.

The table also recognizes a reimbursement of \$130,000 to the City of Campbell for their overlay project on Winchester Boulevard. The overlay area includes Winchester Boulevard between Division Street and Knowles Drive. This section has dual jurisdiction between the City of Campbell and Town of Los Gatos with each jurisdiction owning half of the roadway. Campbell offered to include the Town half in their project if the Town will reimburse Campbell for the project costs associated with the Town's section.

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 full-time budgeted staff. The costs for full-time staff are accounted for in the Department's operating budget and will not be charged to this project.

In addition to the asphalt overlay project, the table below identifies expenditures for the 2018 rubber cape seal project and internal street repair, as these are both charged to the FY 2018/2019 allocation. The recommendation in this report addresses only the project closeout for the work associated with Interstate Grading and Paving.

This program is funded annually, any final savings will remain with the program for use on projects in future years.

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FISCAL IMPACT (continued):

Annual Street Repair & Resurfacing (Overlay) Project 811-9901		
	Budget	Costs
GFAR	\$ 2,907,000	
Gax Tax	\$ 1,503,215	
Total Project Budget	\$ 4,410,215	
Interstate Grading & Paving		\$ 1,836,448
Staff Costs		\$ 88,756
Consultant Services		\$ 49,745
Advertising		\$ 1,136
Overlay Encumbrances YTD		\$ 6,579
Total Project Commitments (Overlay)		\$ 1,982,665
Rubber Cape Seal Construction Costs		\$ 1,053,771
Rubber Cape Seal Staff Costs		\$ 97,609
Rubber Cape Seal Project Delivery Costs		\$ 17,041
Total Project Costs (Rubber Cape Seal)		\$ 1,168,421
City of Campbell Reimbursement		\$ 130,000
Internal Street Repair & Resurfacing		\$ 47,980
Summer 2018 Project Expenditures		\$ 666,226
Other Costs		\$ 844,207
Project Savings Not Including Staff Costs		\$ 731,288
Total Staff Costs (summed from lines above)		\$ 186,365
Project Savings Including Estimated Staff Costs		\$ 414,923

ENVIRONMENTAL ASSESSMENT:

This is a project as defined under CEQA but is Categorical Exempt (Section 15301c). A Notice of Exemption was previously filed.

Attachment:

1. Certificate of Acceptance and Notice of Completion