



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 02/07/2023

ITEM NO: 8

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DATE: January 30, 2023  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Consider the Following Actions for the Annual Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921):  
a. Approve the Plans and Specifications; and  
b. Authorize Advertising the Project for Bid

**RECOMMENDATION:**

Staff recommends the following actions for the Annual Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921):

- a. Approve the plans and specifications; and
- b. Authorize advertising the project for bid.

**BACKGROUND:**

The adopted Fiscal Year (FY) 2022/23-2026/27 Capital Improvement Program (CIP) Budget designates funding for the Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921). The goal of this annually funded project is to replace and improve damaged or outdated curbs, gutters, sidewalks, driveways, and curb ramps within the Town's jurisdiction to address safety and operational issues and to improve accessibility. Project locations are primarily based on where concrete infrastructure improvements are needed prior to the Annual Street Repair and Resurfacing Project (CIP No. 811-9901). The project is consistent with the Town's goals to improve public safety and the quality of the Town's infrastructure.

**DISCUSSION:**

For the FY 2022/23 Curb, Gutter, and Sidewalk Maintenance (Concrete) Project, a large portion of the work focuses on replacing or retrofitting curb ramps for compliance with the Americans with Disabilities Act (ADA) and other accessibility requirements. Title II of the ADA

**PREPARED BY:** James Watson  
Interim 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: Annual Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921)

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DISCUSSION (continued):

obligates jurisdictions to upgrade non-conforming curb ramps when streets are resurfaced from one intersection to another. The United States Department of Justice has determined that

surface treatments such as asphalt overlay and rubber cape seal trigger the requirement for ADA compliant curb ramps on associated streets.

Town staff is finalizing the list of streets and street treatments to be performed for the F Y 2022/23 Street Repair and Resurfacing Project (CIP 811-9901). Based on this list, staff identified a total of 57 curb ramps that are anticipated to be replaced or retrofitted with this year's Concrete Project (Attachment 1). The Concrete Project also includes approximately 1,000 square feet of sidewalk and 200 linear feet of curb and gutter to be repaired or replaced. The engineer's estimate for this project is \$509,506, which includes a 10% contingency.

The Plans and Specifications for the FY 2022/23 Curb, Gutter, and Sidewalk Maintenance Project can be viewed on the Town website at <https://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 Concrete Project:

<u>Milestones</u>	<u>Anticipated Timeline</u>
Advertise the Project for Bid	February 10, 2023
Bids Due	March 2, 2023
Council to Award to the Lowest Bidder	April 4, 2023
Execute Agreement	April 2023
Start Construction	May 1, 2023
Anticipated Completion	June 12, 2023

CONCLUSION:

Approval of the recommendations would allow staff to move forward with bidding for the FY 2022/23 Curb, Gutter, and Sidewalk Maintenance Project. This project would be constructed in advance of this year's Street Repair and Resurfacing Project.

COORDINATION:

This project has been coordinated with the Finance Department.

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FISCAL IMPACT:

The FY 2022/23 – 2026/27 CIP Budget for the Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921) is sufficient for the construction contract, including contingency and project delivery costs.

FISCAL IMPACT (continued):

Curb, Gutter, and Sidewalk Maintenance Project CIP No. 813-9921		
	Budget	Costs
GFAR	\$ 535,515	
<b>Total Budget</b>	<b>\$ 535,515</b>	
Construction		\$ 409,900
Construction Contingency (10%)		\$ 40,990
Temporary/Part-Time Staff		\$ 30,000
Material Testing		\$ 20,000
Other Project Delivery Costs		\$ 8,616
<b>Total Costs</b>		<b>\$ 509,506</b>
<b>Available Balance</b>		<b>\$ 26,009</b>

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 as defined under CEQA but is Categorical Exempt (Section 15301(c)). A Notice of Exemption will be filed.

Attachments:

1. Locations of Work