



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 1/19/2021

ITEM NO: 3

DATE: December 29, 2020
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 Retaining Wall Repairs (PPW Job No. 19-815-9930) Completed by Granite Rock Company and Authorize the Town Clerk to File for Recordation

RECOMMENDATION:

Authorize the Town Manager to execute a Certificate of Acceptance and Notice of Completion for the Retaining Wall Repairs (PPW Job No. 19-815-9930) completed by Granite Rock Company and authorize the Town Clerk to file for recordation.

BACKGROUND:

The Town's adopted FY 2019/20-2023/24 Capital Improvement Program (CIP) Budget appropriated funding for Retaining Wall Repairs on hillside areas near the bottom of Wooded View Drive. At the April 7, 2020 meeting, the Town Council approved the Plans and Specifications for the project and authorized the Town Manager to advertise the project for bid. Council also authorized the Town Manager to award and execute a construction contract for a total amount not to exceed \$201,300, including contingencies and change orders, to the lowest responsible bidder.

The project was advertised and the Town received six bids for the project on April 30, 2020 as outlined in the following table:

PREPARED BY: WooJae Kim
Town Engineer

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

SUBJECT: Authorize the Town Manager to Execute a Certificate of Acceptance and Notice of Completion for the Retaining Wall Repairs (PPW Job No. 19-815-9930) Completed by Granite Rock Company and Authorize the Town Clerk to File for Recordation

DATE: December 29, 2020

BACKGROUND (continued):

Granite Rock Company	\$157,000
Casey Construction	\$178,800
Redgwick Construction	\$229,250
Bellingham Marine Industries	\$240,602
Pacific Underground	\$342,140
Rehak General Engineering	Non-Responsive

Granite Rock Company was deemed the lowest responsive bidder with a bid of \$157,000.

DISCUSSION:

Granite Rock Company has satisfactorily completed all the work for the project for a final contract amount of \$165,606, and staff recommends acceptance of the Project.

Five percent of the faithful performance bonds will remain in effect for a period of two years as a guarantee for any needed repair or replacement caused by defective materials and/or 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 Retaining Wall Repairs (PPW Job No. 19-815-9930) completed by Granite Rock Company and authorize the recording by the Town Clerk.

FISCAL IMPACT:

Staff costs are tracked for all projects. Tracking of staff costs allows for accountability in the costs of the project, recovery of costs for grant funded projects, and identification of future staffing needs. The project utilized both full-time budgeted and temporary staff. The costs for full-time staff are accounted for in the Department's Operating Budget. Only temporary staff costs incurred in FY2020/21, totaling \$7,166 will be charged to the project, and \$2,629 in temporary staff charges from FY 2019/20 have been absorbed in the Operating Budget. The Retaining Wall Repairs project carries over annually to fund any necessary repairs, so the balance will remain in the project for future use.

SUBJECT: Authorize the Town Manager to Execute a Certificate of Acceptance and Notice of Completion for the Retaining Wall Repairs (PPW Job No. 19-815-9930) Completed by Granite Rock Company and Authorize the Town Clerk to File for Recordation

DATE: December 29, 2020

FISCAL IMPACT (continued):

Retaining Wall Repairs Project 815-9930		
	Budget	Costs
GFAR	\$436,436	
Total Budget	\$436,436	
Granite Rock Company		\$ 165,606
Temporary Staff Costs		\$ 7,166
Consultant Services		\$4,493
Advertising		\$3,580
Blueprint/Copy/Postage		\$ 486
Total Expenditures		\$ 181,131
Remaining Balance		\$ \$255,105

Staff Costs		
Operating Budget		\$ 25,347
Total		\$ 25,347

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