



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 09/20/2022

ITEM NO: 5

DATE: September 12, 2022

TO: Mayor and Town Council

FROM: Laurel Prevetti, Town Manager

SUBJECT: Consider the following in support of repair of a storm drainage system at 62 Ellenwood Avenue:

- 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 \$300,000, Including Contingencies;
- d. Authorize Staff to Execute Future Change Orders in an Amount Not to Exceed Ten Percent of the Contract Award Amount, If Needed; and
- e. Authorize Expenditure Budget Adjustment in an Amount of \$113,400 From Available Funds in Fund 462.

RECOMMENDATION:

Consider the following in support of repair of a storm drainage system at 62 Ellenwood Avenue:

- 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 \$300,000, including contingencies;
- d. Authorize staff to execute future change orders in an amount not to exceed ten percent of the contract award amount, if needed; and
- e. Authorize expenditure budget adjustment in an amount of \$113,400 from available funds in Fund 462.

PREPARED BY: Nicolle Burnham
Director, Parks and Public Works

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Interim Finance Director

SUBJECT: Consider Drainage Improvements at 62 Ellenwood Avenue; Authorize Bidding and Award and Budget Actions to Fund the Required Work

DATE: September 12, 2022

BACKGROUND:

The Town owns a storm drainage system in Ellenwood Avenue. The system discharges from a drainage structure in the road through private residential property at 62 Ellenwood Avenue to a swale.

During reconstruction of the residence at 62 Ellenwood Avenue, the drainage pipe was discovered to encroach further into the private property than previously believed, and the corrugated metal pipe was found to have rusted fully through. The property owner notified staff and has provided a temporary repair, but complete replacement of the pipe is needed.

DISCUSSION:

Staff coordinated with the residential property owner to develop design plans for replacement of the drainage pipe. The new pipe will be installed along the western property line and an easement will be secured to facilitate future Town access. This work is being proposed on an accelerated schedule to allow the property owner to continue with their construction activities and stabilize the site before winter.

The engineer's estimate for this work is pending, but staff believe the cost will be on the order of the \$300,000 requested, inclusive of contingencies. The project will include the installation of approximately 300 feet of 18-inch high density polyethylene (HDPE) storm drainage pipe. The plans and specifications for the project are available for review on the Department of Parks and Public Works 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	September 26, 2022
Bids Due	October 10, 2022
Award and Execute Agreement	October 24, 2022
Start Construction	November 14, 2022
Anticipated Completion	December 31, 2022

CONCLUSION:

This Council action will allow staff to repair a storm drainage line that is in disrepair and support the ability of the property owner to complete construction of their home.

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COORDINATION:

This memorandum has been coordinated with the Town Attorney, Community Development Department and Finance Department.

FISCAL IMPACT:

Annual Storm Drain Improvement Project CIP No. 816-0420 - Storm Basin #2 (Fund 462)		
	Budget	Costs
Storm Basin #2	\$ 186,600	
Transfer from Fund 462 - Storm Basin #2	\$ 113,400	
Total Budget	\$ 300,000	
		Costs
Construction Agreement (Approved with this Staff Report)		\$ 300,000
Total Costs		\$ 300,000
Available Balance		\$ -

ENVIRONMENTAL ASSESSMENT:

This is a project as defined under CEQA but is categorically exempt under Section 15301 (Existing Facilities), Section 15302 (Replacement or Reconstruction), and Section 15304 (Minor Alterations to Land). A Notice of Exemption will be filed.