



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 2/4/2020

ITEM NO: 6

DATE: January 8, 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 Work of Guerra Construction Group and Authorize Recording by the Town Clerk for PPW Job No. 17-813-0231 Bicycle and Pedestrian Improvements (Blossom Hill Road) Project.

RECOMMENDATION:

Authorize the Town Manager to execute a Certificate of Acceptance and Notice of Completion (Attachment 1) for the work of Guerra Construction Group and authorize recording by the Town Clerk for PPW Job No. 17-813-0231 Bicycle and Pedestrian Improvements (Blossom Hill Road) Project.

BACKGROUND:

The Town's adopted FY 2019/20-2023/24 Capital Improvement Program (CIP) Budget designated funding for these projects.

At the December 18, 2018 Town Council meeting, Council approved the plans and specifications for the Bicycle and Pedestrian Improvements (Blossom Hill Road) Project and authorized the Town Manager to advertise the projects for bid and to award the project in an amount not to exceed the available construction budget of \$550,032, including contingencies, and any change orders, to the lowest responsible bidders.

The Town entered an agreement with Guerra Construction Group for the work for the low bid of \$407,767.

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:

Guerra Construction Group has satisfactorily completed all of the work for the project and staff recommends accepting 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 workmanship for each 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 Guerra Construction Group and authorize recording by the Town Clerk for PPW Job No. 17-813-0231 Bicycle and Pedestrian Improvements (Blossom Hill Road) Project

FISCAL IMPACT:

The final construction costs totaled \$446,354.75 for the work. Project delivery costs, including staff, and design, have totaled \$540,426. The Bicycle & Pedestrian Improvements Project funds multiple projects, and the savings have been planned or spent on these projects.

Bicycle & Pedestrian Improvements Project 813-0231		
	Budget	Costs
GFAR	\$ 538,550	
Grant Fund	\$ 281,500	
Traffic Mitigation	\$ 34,028	
Total Project Budget	\$ 854,078	
Guerra Construction Group		\$ 446,355
Staff Costs		\$ 80,021
Consultant Services		\$ 14,050
Total Project Costs		\$ 540,426
Project Savings Not Including Staff Costs		\$ 393,673
Estimated Staff Costs		\$ 80,021
Project Savings Including Estimated Staff Costs		\$ 313,652

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

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