



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 08/04/2020

ITEM NO: 10

DATE: July 30, 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 Chrisp Company and Authorize Recording by the Town Clerk for PPW Job No. 18-813-0234 One-Way Downtown Street Pilot

RECOMMENDATION:

Authorize the Town Manager to execute a Certificate of Acceptance and Notice of Completion for the work of Chrisp Company and authorize recording by the Town Clerk for PPW Job No. 18-813-0234 One-Way Downtown Street Pilot.

BACKGROUND:

The Town's adopted FY 2018/19-2022/23 Capital Improvement Program (CIP) Budget designated funding of \$130,000 for a one-way street pilot program in the downtown. At the January 15, 2019 Town Council meeting, Council reviewed several options for the one-way pilot and approved the option for conversion of North Santa Cruz Avenue to one-way southbound from Bachman Avenue to Elm Street with a striped southbound Class II bicycle lane. Staff was directed to proceed with the design and the project was implemented and left in place through October 2019.

The project included a provision to slurry and restripe North Santa Cruz Avenue at the conclusion of the pilot project to bring the road back to a good condition. Due to the completion of the project late in the year and concerns for cool weather, it was not feasible to slurry and restripe the road in 2019. Staff had intended on completing this part of the project in the summer of 2020; however, roadway changes due to COVID-19 and the placement of k-rail to create outdoor business areas have precluded most of that work from occurring.

PREPARED BY: Michelle Quinney
Interim Town Engineer

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

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DISCUSSION:

The contract for this project was based on the quantities of work performed. This allowed for flexibility in assigning and paying for the work needed. Chrisp Company has satisfactorily completed all of the work reasonable for the project and staff recommends accepting the project. Staff will program the slurry and restripe of North Santa Cruz within a future paving project, targeting the spring or summer of 2021.

Five 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 Chrisp Company and authorize recording by the Town Clerk for PPW Job No. 18-813-0234 One-Way Downtown Street Pilot.

FISCAL IMPACT:

The final construction costs for Chrisp Company totaled \$132,829 for the work, and \$47,828 for other construction costs, including the rental of K-rail and parklet amenities. Project delivery costs, including advertising, printing, materials testing, staff, and design, have totaled \$52,338.

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 utilized 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.

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FISCAL IMPACT (continued):

Bicycle & Pedestrian Improvements Project 813-0231		
	Budget	Costs
GFAR	\$ 238,686	
Total Project Budget	\$ 238,686	
Chrisp Company		\$ 132,829
Other Construction		\$ 47,828
Consultant Services		\$ 13,400
Advertising		\$ 1,014
Blueprint/Copy/Postage		\$ 200
Staff Costs		\$ 37,724
Total Project Costs		\$ 232,995
Project Savings Not Including Staff Costs		\$ 43,415
Estimated Staff Costs		\$ 37,724
Project Savings Including Estimated Staff Costs		\$ 5,691

ENVIRONMENTAL ASSESSMENT:

This is a project as defined under CEQA but is Categorically Exempt (Section 15301c). A Notice of Exemption will not be filed.

Attachment:

1. Certificate of Acceptance and Notice of Completion