

**TOWN OF FAIRFAX  
STAFF REPORT**

**To: Mayor, Members of the Town Council**

**From: Michael Rock, Town Manager** 

**Date: January 11, 2012**

**Subject: Adoption of a Resolution Releasing the Plans & Specifications to Bid and authorizing the Town Manager to award a Contract to Lowest Qualified Bidder for the installation of new sidewalk on Pastori Ave between Center Blvd and Sir Francis Drake Blvd.**

**RECOMMENDATION**

Adopt a resolution releasing plans and specifications to bid, and authorize the Town Manager to award the contract to the apparent lowest qualified bidder. If the lowest qualified bid is a higher bid than funds available this item will return to the Town Council for consideration. If the bid is at or below funds available the request is the Town Manager is authorized to award the contract. The grant funds from the Non-Motorized Transportation Pilot Program (NTPP) must be spent as soon as possible or the Town will risk having the funds deobligated to other local governmental agencies in Marin.

**DISCUSSION**

The Town of Fairfax was awarded a Non-Motorized Transportation Pilot Program (NTPP) grant for several projects in Town over the last four years. The west side of Pastori Ave. between Center Blvd. and Sir Francis Drake Blvd. does not have sidewalk. In 2008 the Town made major improvements to Center Blvd. including a ramp that was stubbed out onto Pastori Ave. The Good Earth Natural Foods is moving its store to Pastori and Center Blvds. early this year. The installation of new sidewalk creates an important link from Willow Ave. and Sir Francis Drake Blvd. to Center Boulevard.

*Project Description:*

This project includes installation of a new sidewalk on Pastori Ave. from Center Blvd. to Sir Francis Drake Blvd on the west side of Pastori Ave. It will also include natural swales for improved drainage and will preserve all of the liquid amber trees along Pastori Ave. A short retaining wall will be needed to stabilize the sidewalk area and provide the appropriate slope needed for appropriate disabled access and drainage.

**FISCAL IMPACT**

The Engineer's estimate of probable cost for the construction of this project is \$82,259. This amount exceeds the previously approved NTPP grant funds from the County. The County has additional funding available to cover the cost of this project as other NTPP projects throughout the County have come under budget. In addition, recent bids on most construction projects have come in lower than the Engineer's estimate. The funding source is NTPP as administered through the County of Marin.

**ATTACHMENTS**

The original set of Plans and Specifications are not attached due to their large size but are available at Town Hall for the public to review and will be available for purchase by contractors.

**RESOLUTION 12-**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX  
AUTHORIZING THE RELEASE OF PLANS AND SPECIFICATIONS TO BID AND  
AUTHORIZING THE TOWN MANAGER TO AWARD A CONTRACT TO THE  
LOWEST QUALIFIED BIDDER FOR THE INSTALLATION OF A NEW SIDEWALK ON  
PASTORI AVENUE BETWEEN CENTER BLVD. AND SIR FRANCIS DRAKE BLVD.**

WHEREAS, the Town was awarded a grant funded through the Federal Non-Motorized Transportation Pilot Project (NTPP) for the specific purpose of improving pedestrian, bicycle and other non-motorized transportation; and

WHEREAS, the Town Council has an adopted strategic plan that places creating and improving pedestrian, bicycle and other non-motorized transportation as the highest priority; and

WHEREAS, the project provides a critical link from the north side of Town to the south side from Willow Ave. and Sir Francis Drake Blvd. to Pastori and Center Blvd. including access to the new location of the Good Earth Natural Foods store; and

WHEREAS, the project involves the installation of a new sidewalk on Pastori Ave. from Center Blvd. to Sir Francis Drake Blvd. on the west side of Pastori Ave; and

WHEREAS, the projects will include natural swales for improved drainage and will preserve all of the liquid amber trees along Pastori Ave.; and

WHEREAS, a short retaining wall will be needed to stabilize the sidewalk area and provide the appropriate slope needed for disabled access and drainage.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Fairfax, hereby authorizes the release of the Plans and Specifications to bid and authorizes the Town Manager to award a contract to the lowest qualified bidder for the installation of a new sidewalk on Pastori Avenue between Center Blvd and Sir Francis Drake Blvd.

The foregoing Resolution was duly introduced and adopted at a regular meeting of the Town Council of the Town of Fairfax held in said Town on the 11th day of January, 2012, by the following vote:

AYES:  
NOES:  
ABSENT:

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Pam Hartwell-Herrero, MAYOR

Attest:

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Judy Anderson, Town Clerk