

**TOWN OF FAIRFAX
STAFF REPORT**

To: Mayor, Members of the Town Council
From: Garrett Toy, Town Manager
Date: March 6, 2013
Subject: Approval of contract amendment with California Infrastructure Consultancy for engineering and technical services for Town Bridge projects

RECOMMENDATION

Authorize the Town Manager to execute a contract amendment with California Infrastructure Consultancy for engineering and technical services required to secure funding for two bridges under the Highway Bridge Program (HBP) in an amount not to exceed \$11,000.

DISCUSSION

Over the past few years, the Town of Fairfax has been working to secure funds for the replacement, maintenance, and seismic retrofit of bridges in town. The Meadow Way and Creek Road Bridge projects are eligible for funding by the Highway Bridge Program (HBP), administered by Caltrans Local Assistance. HBP authorization had previously been obtained for Preliminary Engineering, including environmental assessment and design for the two bridges. However, Caltrans recently informed us that the Town needs to submit a request to re-obligate the funds. Apparently, some required paperwork was not submitted to Caltrans.

As California Infrastructure Consultancy (CIC) was instrumental in obtaining the HBP funds for the Town in the first place and, is extremely familiar with the two bridges, we are recommending that the Town amend an existing agreement with CIC for the services. CIC is also very knowledgeable of the Caltrans process to re-obligate funds or, if needed, to apply for new funds. Attached is the contract amendment and proposed additional scope of work. Upon approval, CIC in conjunction with staff will work diligently to have Caltrans re-obligate or reprogram funds to the two bridges.

FISCAL IMPACT

Funds are budgeted in Fund 51- CIP Grants (Project #51-908).

ATTACHMENTS

Contract Amendment

AMENDMENT NO. 1 TO CONTRACT

This Amendment No. 1 to Contract (this "Amendment No. 1") is entered into as of March 6, 2013, by and between the TOWN OF FAIRFAX (the "Town") and CALIFORNIA INFRASTRUCTURE CONSULTANCY (the "Consultant"), with reference to the following facts:

RECITALS

- A. Town and Consultant previously entered into that certain Contract dated as of September 19, 2012 (the "Contract"). Capitalized terms used in this Amendment No. 1 shall have the meanings assigned to them in the Contract.
- B. The parties wish to modify the Contract as provided more particularly below.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing Recitals, which are incorporated herein by this reference, Town and Consultant hereby agree as follows:

- 1. Consultant shall provide the additional work described more particularly on Exhibit A hereto (the "Additional Work") and the maximum amount payable under the Contract shall be increased by \$5000.00 to a total not to exceed \$11,000.00 (Eleven Thousand Dollars).
- 2. The term is extended to June 30, 2013.
- 3. Except as specifically modified herein, all of the other remaining provisions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, Town and Consultant have executed this Amendment No. 1 as of the date first written above.

"TOWN"
TOWN OF FAIRFAX

"CONSULTANT"
CALIFORNIA INFRASTRUCTURE
CONSULTANCY

By: _____

By: _____

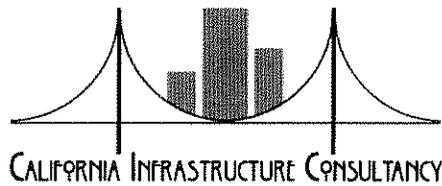
Name: _____

Name: _____

Title: _____

Title: _____

Exhibit A



February 22, 2013

Mr. Garrett Toy
Town Manager
Town of Fairfax
142 Bolinas Road
Fairfax, CA 94930

RE: Addendum No. 1 to two Contracts to Reinstate Highway Bridge Program (HBP) Funding for Meadow Way Bridge and Creek Road Bridge in the Town of Fairfax

Dear Mr. Toy,

It was a pleasure meeting you today and discussing the Town's bridge projects with you and Ms. Judy Anderson. As discussed, the funding for the two bridges has been de-obligated by Caltrans. However, the structures remain eligible for funding for Preliminary Engineering (PE) and Construction (CON) through the HBP. CIC will prepare the necessary paperwork to either restore the funds or reprogram the bridges with new funds, depending on the decision by Caltrans. CIC's scope of services will include:

- Prepare two packages of the Local Assistance Exhibits for bridge replacement and seismic retrofit funding, including preliminary concepts and the costs of design and construction of the bridges.
- Submit the collection of the Exhibits to the Town of Fairfax for review and signature, and transmit them to Caltrans electronically and in hard copy form.
- Follow up with Caltrans until Authorization (E-76 form) for the projects' PE phase has been reissued.

CIC proposes a lump sum fee of \$3,500.00 for the services outlined above, including travel and other direct expenses. As discussed, this addendum will be made for a total sum of \$5,000.00 to cover additional future services and expenditures outside of this scope of services. Following is a status of the current contracts as of today, as well as this addendum:

Contract	Dated	Amount	Balance Remaining
Azalea Avenue Bridge Funding	September 19, 2012	\$6,975.00	\$300.00
Bridge Preventive Maintenance Program (BPMP)	September 19, 2012	\$6,000.00	\$300.00
Addendum No. 1	February 22, 2013	\$5,000.00	\$5,000.00

We appreciate being considered by the Town of Fairfax for an important task once again. If you have any questions please do not hesitate to let me know.

Sincerely,

**CALIFORNIA INFRASTRUCTURE
CONSULTANCY, INC.**

Town of Fairfax

Nader Tamannaie, PE
President

Garrett Toy
Town Manager