



TOWN OF FAIRFAX

STAFF REPORT

August 7, 2013

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager ↙

SUBJECT: Award bid for the Sir Francis Drake Bike Lane Striping Project

RECOMMENDATION

- 1) Authorize the Town Manager to award the contract for the Sir Francis Drake Bike Lane Striping Project, including the bid alternate work, to Chrisp Company in an amount not to exceed \$49,704.60.
- 2) Authorize a project contingency reserve of \$5,000 to be used by the Town Manager to cover unforeseen project costs.
- 3) Appropriate \$6,000 from the Gas Tax Fund Balance (Fund 21) for construction costs and \$5,000 in Capital Project Fund Balance (Fund 51) to fund project contingency reserves.

DISCUSSION

The Sir Francis Drake Bike Lane Striping Project (Project) extends from roughly Bank St to Olema Road along Sir Francis Drake Blvd. This Project was originally bid in September 2012 and no bids were received. In an effort to make the project more feasible for asphalt marking contractors, the paving portion of the contract was removed from the bid documents and the project was re-bid. Two bids were received, but neither bidder properly completed the required DBE documentation and the bids were subsequently rejected by the Town. The Project was re-bid in July 2013.

The Town received the following bid:

<u>Bidder Name</u>	<u>Base Bid Amt.</u>	<u>Bid Alternate Amt.</u>
Chrisp Company	\$36,679.70	\$13,024.90

The Bid was opened on August 1, 2013 at 2:00pm. The project engineer, Coastland, confirms that the Chrisp has submitted the appropriate documentation and can be considered the lowest responsible bidder. Staff recommends the award of the bid alternate work which, in essence, re-marks the eastbound bike lanes.

FISCAL IMPACT

The bid is over the engineer's total estimate of \$45,000 (\$33,000 for base bid and \$12,000 for bid alternate). The FY13-14 CIP budget for this project is \$44,000. The project will require an appropriation of \$11,000 to cover the bid alternate budget and contingency reserve.