



# 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

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#### **RECOMMENDATION**

Authorize the Town Manager to award the contract for the Sir Francis Drake Bike Lane Striping Project to the lowest responsible bidder.

#### **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

As the Bids were opened on August 1, 2013 at 2:00pm, staff did not have time to determine if the bid qualifies as the lowest responsible bidder prior to the publication of the agenda packet. A supplemental staff report will be distributed prior to the Council meeting.

#### **FISCAL IMPACT**

Staff will provide an analysis in the supplemental staff report. The Project is budgeted in Fund 51-CIP-Grants (Project #51-891-821).