



TOWN OF FAIRFAX

STAFF REPORT

January 14, 2015

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager 

SUBJECT: Approve Contract Amendment #1 with Conservation Corps North Bay to perform additional work on pedestrian trails

RECOMMENDATION

Authorize the Town Manager to execute Contract Amendment No. 1 to the agreement with the Conservation Corps North Bay (CCNB) to increase the contract amount by \$6,500 for a total not-to-exceed amount of \$21,500 to perform additional work on pedestrian trails.

DISCUSSION

In October 2014, staff entered into an agreement with CCNB to perform improvements on the upper Cypress Trail and Tamalpais to Tamalpais pedestrian trails. The improvements include widening and adding/replacing steps to make the trails easier to hike on. Staff has been working closely with Mayor Coler, Councilmember Reed, and two interested residents discussing the improvements. CCNB has completed work under an initial contract for \$15,000. However, additional work is needed on the bottom portion of the Cypress trail to improve access. Specifically, CCNB would construct a box-style staircase at the bottom of the trail. The staircase will consist of approximately 10 steps and 14 feet of retaining wall. This additional work will cost approximately \$6,500.

While there is approximately \$3,300 remaining under the current contract, it is insufficient to cover the entire cost of the staircase. Staff is recommending the contract be increased by the total estimated cost of the staircase to provide contingency funding (i.e., \$3,300) for unforeseen expenses as well as for use on other trails should some contingency funds remain. Mayor Coler and Councilmember Reed are supportive of this amendment.

FISCAL IMPACT

There is sufficient funding in the current budget to cover these cost. Specifically, the FY14-15 budget allocated \$25,000 for trail work under the Park's Maintenance budget. An additional \$10,000 was allocated for trail maintenance work using Measure A Park funding from the County.

ATTACHMENT

Contract amendment with scope of work

Special Meeting
AGENDA ITEM # 1

AMENDMENT NO. 1 TO CONSULTANT SERVICES AGREEMENT

This Amendment No. 1 to Consultant Services Agreement (this "Amendment No. 1") is entered into as of _____, 2015 by and between the TOWN OF FAIRFAX (the "Town") and Conservation Corps North Bay, a California Non-Profit Corporation ("CONSULTANT"), with reference to the following facts:

RECITALS

A. Town and Consultant previously entered into that certain Consultant Services Agreement dated as of October 6, 2013 (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 \$6,500.00 to a total not to exceed \$21,500.00.

2. 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,
A MUNICIPAL CORPORATION

By: _____

Name: _____

Title: _____

"CONSULTANT"
CONSERVATION CORPS NORTH BAY,
A CALIFORNIA NON-PROFIT
CORPORATION

By: _____

Name: _____

Title: _____

Exhibit A

Description of the Additional Work

P R O P O S A L
1/13/2015
CONSERVATION CORPS NORTH BAY
CONTRACTORS LIC. #690064
27 Larkspur Street, San Rafael, CA 94901

and

City of Fairfax

Scope of Work

Conservation Corps North Bay will supply to City of Fairfax a supervised crew of Corpsmembers to work on the following areas to improve trail conditions:

"Cypress" Trail

CCNB crews will construct a box-style staircase at the bottom of the trail. The staircase will consist of 10 steps and 14 feet of retaining wall. It will be constructed of 6 x 8 x 8 pressure treated Douglas Fir, pinned with ½" rebar and tied together with lag bolts.

Labor (3 days @ \$1,708.00 per day)	\$5,125.80
Materials (lumber, rebar, lag bolts)	<u>\$1,350.00</u>
Subtotal:	\$6,475.80

Total Estimate for all trail improvements: **\$6,475.80**

Fiscal Display

Charges are based on a labor rate and materials and equipment expenses as follows and as required: Dump truck, \$300; Bobcat, \$200; Extra vehicle, \$150 per day; Chipper, \$350. Disposal costs and materials are billed at cost plus 10% handling. The hourly labor rate is \$26.65 per Corpsmember hour and \$50.65 per Supervisor hour. A typical crew of 5 Corpsmembers and 1 Supervisor is \$1,708.00 per day plus expenses. Billing includes travel time to and from the CCNB Center.

Labor and services will be provided until total costs equal contract total or the scope of the work is completed, whichever comes first. Actual daily costs may vary due to attendance. This proposal is valid for two months.

NATURAL RESOURCE CREWS - DAILY RATES

effective date: 01.15.15

Hourly Rates	Straight Time	Overtime
CMS	\$ 30.75	\$ 46.15
SUPES	\$ 59.75	\$ 89.65

DAILY RATES				
# ON CREW		HOURS		DAILY RATE
# of Supes	# of CMS	SUPE HRS	CMS HRS	
1.00	2.00	8	16.00	\$970.00
1.00	3.00	8	24.00	\$1,216.00
1.00	4.00	8	32.00	\$1,462.00
1.00	5.00	8	40.00	\$1,708.00
1.00	6.00	8	48.00	\$1,954.00
1.00	7.00	8	56.00	\$2,200.00
1.00	8.00	8	64.00	\$2,446.00
1.00	9.00	8	72.00	\$2,692.00
1.00	10.00	8	80.00	\$2,938.00
1.00	11.00	8	88.00	\$3,184.00

10 HOUR DAYS				
# ON CREW		HOURS		DAILY RATE
# of Supes	# of CMS	SUPE HRS	CMS HRS	
1.00	5.00	10	50.00	\$2,348.80
1.00	6.00	10	60.00	\$2,687.10
1.00	7.00	10	70.00	\$3,025.40
1.00	8.00	10	80.00	\$3,363.70
1.00	9.00	10	90.00	\$3,702.00
1.00	10.00	10	100.00	\$4,040.30
1.00	11.00	10	110.00	\$4,378.60

ITEM	Rates
CHIPPER	\$ 350.00
DUMP TRUCK	\$ 300.00
EXTRA VEHICLE	\$ 150.00
POISON OAK SUITS	\$ 10.00
BLADES	\$ 10.00
CHAINS	\$ 5.00