



# TOWN OF FAIRFAX

## STAFF REPORT

### June 3, 2015

**TO:** Mayor and Town Council

**FROM:** Garrett Toy, Town Manager *GT*

**SUBJECT:** Approval of the Notice of Completion for the Bank Street (Pavilion) Parking Lot Project

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#### **RECOMMENDATION**

- 1) Authorize the Town Manager to issue a Notice of Completion for the Bank Street Parking Lot Project
- 2) Appropriate \$8,503 to the Bank Street Parking lot Project (#51-841)

#### **DISCUSSION**

In February 2015, the Council awarded the contract to Coastside Concrete for the Bank Street Parking Lot Improvement Project. The reconstruction of the parking lot was completed by the end of March 2015. We were required to use contingency funds due to two unforeseen costs: 1) removal of additional asphalt under the top layer of asphalt and 2) rain on the site which required the removal and replacement of base rock so that the site could be paved by the grant deadline. We also incurred some additional costs consulting with the project engineer to resolve the two above issues.

The total costs are as follows:

Design/engineering	\$ 26,000
Geotechnical	\$ 3,900
Construction (bid)	\$121,589
Additional work	\$ <u>14,603</u>
Total	\$166,092

It should be noted that the Council initially appropriated \$157,589 for this project. However, we have discovered that the initial cost estimate inadvertently did not include the geotechnical costs.

In February 2015, staff identified the funding sources as follows:

State Park Grant	\$74,592
TAM Measure A	\$75,219
Measure A Park	\$ <u>10,770.69</u>
Total	\$160,581.69

AGENDA ITEM # 11

Additional

Measure A (dog park)	\$ 3,000
Capital Improvement Fund-51	<u>\$ 2510.31</u>
Total	\$166,092

In order to cover the total project costs, we will need an additional appropriation of \$8,503. However, the identified funding sources only require an additional \$5,510.31: \$3,000 in available Measure A park funds (initially allocated to develop a dog park in FY14-15) and \$2,511 in Fund 51- Capital Improvement funds to cover the entire project costs.

Upon the recordation of the Notice of Completion, staff will make final payments to the various vendors/contractors.

**FISCAL IMPACT**

As stated above

**ATTACHMENTS**

Notice of Completion

WHEN RECORDED RETURN TO  
Department of Public Works  
Town of Fairfax  
142 Bolinas Road  
Fairfax, CA 94930

(Space above this line for recorder's use only- Record without fee per Government Code Section 27383)

### NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the undersigned Town of Fairfax, 142 Bolinas Road, owners, caused certain construction work to be performed within the County of Marin, which work is generally described as follows (including address):

The Bank Street Parking Lot Improvement project located on the westside of Bank St. in Fairfax, CA

That the contract for the performance of such work was awarded to Coastside Concrete and that said work was completed on the 15th day of April 2015, and that said Coastside Concrete. was the contractor.

This notice is given pursuant to Section 3094 and 3129 of the Civil Code of the State of California.

<p>This is to certify that the Notice of Completion above is hereby authorized by minute action of the Town Council of the Town of Fairfax on June 3, 2015, and owner consents to recordation thereof by its duly authorized officer.</p>	<p style="text-align: center;">TOWN OF FAIRFAX A MUNICIPAL CORPORATION</p> <p>I declare under penalty of perjury that the information is true and correct.</p> <p>BY _____ Garrett Toy Town Manager</p> <p>Dated: _____</p>
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