

**TOWN OF FAIRFAX
STAFF REPORT**

To: Mayor, Members of the Town Council

From: Michael Rock, Town Manager
Kathy Wilkie, Public Works Director



Date: June 2, 2010

Subject: Authorize the Town Manager to Award Contracts to Qualified Bidders for Chipper Services, Brush Clearing, Tree Trimming, and Tree Removal for the Hazardous Fuel Reduction Grant Project

RECOMMENDATION

Authorize the Town Manager to Award Contracts to Qualified Bidders for Chipper Services, Brush Clearing, Tree Trimming, and Tree Removal for the Hazardous Fuel Reduction Grant Project.

DISCUSSION

Background: In December 2009, the Town was notified that it would receive a grant for hazardous fuel reduction in the amount of \$187, 590, of which \$148,560 is earmarked for contractual services for fuel reduction.

The Scope of Work authorized in the grant includes the following elements:

1. Biological and Cultural Consultation – to determine any potential CEQA impacts of the project;
2. Public Education and Outreach – to inform and educate Fairfax residents and to coordinate hazardous fuel reduction activities in the target neighborhoods;
3. Roadside vegetation clearing – Clearing flammable brush and trees on five feet of either side of the hillside roads in three target areas (Manor Hill, the Cascades, and Deer Park);
4. Chipper days - At no cost to residents to create defensible space around homes;
5. Removal of up to 50 of the most fire prone trees;
6. Mowing, weed eating and pulling of flammable vegetation - in identified areas of high risk.

In January, the Town Council directed the staff to seek local labor to the extent possible to undertake the contractual services, and on May 7, 2010, the Town issued its Request for Services with a response date of June 8. In order to complete the work as expeditiously as possible (preferably within the month of June) to remove fire hazards before the peak fire season, staff is recommending that the Town Manager be authorized to enter into contracts for the work.

The hazardous fuel removal project is divided into three zones and it is anticipated that separate contracts will be awarded to qualified businesses for each of these zones listed below. Preference points will be added for proposals that include retaining local labor.

ZONE 1 STREETS - FAIRFAX

Streets to be cleared in accordance with this	
Meernaa	All
Porteous	All
Ivy	All
Wood	All
Baker	All
Spring	All
Deer Park Drive	All
Hillside Drive	All
Power Lane	All
Crest Road	All
Crescent	All
Forrest Ave.	All
Forrest Terrace	All
Blackberry Lane	All
Creek Road	All
Summer Ave	All
Glen Road and Creek Road off of	All

ZONE 2 STREETS - FAIRFAX

Streets to be cleared in accordance with this	
Scenic	All
Scenic Trail	All
Bay Rd	All
Fir Trail	All
Manor Rd	All
Sequoia Rd	All
Midway Trail	All
Midway Rd	All
Berry Trail	All
Park Lane	All
Ridge Rd	All
Holly Rd	All
Tamalpais Rd	All
Mt. View Rd	All

ZONE 3 STREETS - FAIRFAX

Streets to be cleared in accordance with this	
Cypress Dr (lower and upper)	All
Cascade Dr	All
Woodland Rd	All
Woodland Ct	All
Pine Dr	All
Toyon Dr	All
Oak Rd	All
Madrone Rd	All
Madrone Ct	All
Laurel Dr	All
Canyon Rd	All
Hickory Rd	All
Frustuck Av	All
Valley Rd	All
Manzanita Rd	All
Wreden Av	All

FISCAL IMPACT

Up to a total of \$148,560 in grant funding will be allocated to the three contracts.

ALTERNATIVES

The Council may choose to delay the award of contracts to the July meeting. The consequence of the delay will be greater risk of fire during the clearing operation due to a drier fuel load.

ATTACHMENTS

1. A Resolution authorizing the Town Manager to award up to three contracts for hazardous fuel reduction services.

RESOLUTION NO.

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
AUTHORIZING THE TOWN MANAGER TO AWARD UP TO THREE CONTRACTS
FOR THE HAZARDOUS FUEL REDUCTION PROJECT**

WHEREAS, on December 9, 2009, the Town received the Letter of Award for the Hazardous Fuel Reduction Grant from the California Fire Safe Council, which provides up to \$148,560 for contractual services to remove fire hazardous materials, and

WHEREAS, on January 13, 2010, the Town Council recommended that staff retain local labor to the extent possible to implement the hazardous fuel reduction activities, and

WHEREAS, on May 7, 2010 the Request for Services was released, and

WHEREAS, the proposals are due by June 8, 2010 to allow adequate time for responses, and

WHEREAS, the work needs to be completed in late June 2010 in order to remove the hazardous fuel before the fire risk peaks, and

WHEREAS, the July 7, 2010 Town Council meeting is past the proposed start date for work; and

WHEREAS, as a result, the Council wishes to authorize the Town Manager to enter into and implement contracts pursuant to the Request for Services.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Fairfax, hereby authorizes the Town Manager to enter into and implement contracts for the Hazardous Fuel Reduction project to up to three qualified companies in an aggregate amount not to exceed \$148,560 after the review of qualifications and credentials.

The forgoing Resolution was duly introduced and adopted at a regular meeting of the Town Council of the Town of Fairfax held in said Town on the 2nd day of June, 2010, by the following vote:

AYES:

NOES:

ABSENT:

Lew Tremaine, MAYOR

Attest:

Judy Anderson, Town Clerk