March 20, 2018

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Approval of Plans and Specifications
Authorization to Advertise for Bids and Budget Re-Allocation
Civic Center Drive & Avenue of the Flags Flatwork
Project No. 41CAP18011

Dear Board Members:

RECOMMENDATION: (1) Approve plans and specifications; (2) direct the Clerk to advertise the Notice to Contractors on March 23 and March 30, 2018; (3) authorize the Clerk to call for bids to be opened at 2:30 pm on Thursday, April 26, 2018; (4) authorize the Department of Finance to make budget adjustments as outlined to fund the project; and (5) authorize the Public Works Director to award the construction contract to the lowest responsible bidder.

SUMMARY: As part of the Civic Center Drive Improvement project, the southeast corner of the Civic Center Drive (CCD) and Avenue of the Flags (AOF) intersection was to receive improved flatwork that would provide stairs and an accessible ramp which would allow users of the VMA parking lot to access the sidewalk system along Civic Center Drive. Additionally, this sidewalk is associated with a crosswalk that provides access to the west side of CCD and a future farmer’s market location. Due to extreme weather throughout the 2016-17 construction season and other construction limitations, this work was removed from the original project. Staff is returning to complete this work under separate contract.

The Cultural Services Department is aware of the project and has been consulted in the design and construction scheduling. The engineer’s estimate for the project is $178,000.

It is the intent to complete this work prior to the 2018 County Fair. In order to shorten the timeframe for award that will allow the work to commence earlier, staff recommends that your Board authorize the Public Works Director to award the construction contract to the lowest responsible bidder. The award will be reported back to your Board.

FISCAL IMPACT: The engineer’s estimate for construction of the improvement is $178,000, which includes a 10% contingency. Funds are available in North Civic Center Campus Improvements Fund 41CAP17013-PWCONST; Org 14225653, Obj. #522512 and require to be re-allocated into the Civic Center Drive – Avenue of the Flags Flatwork Fund 41CAP18011-PWCONST; Org 14225653; Obj. 522512. There are no additional impacts by this action.
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REVIEWED BY:  
[X] County Administrator  [ ] N/A  
[X] Department of Finance  [ ] N/A  
[ ] County Counsel  [ X] N/A  
[ ] Human Resources  [ X] N/A  

Respectfully submitted,  

[Signature]  
Patrick Zuroske  
Capital Projects Division Manager  

cc: Qiana Davis, Accounting  

Project String: 41CAP18011-PWCONST  
BA Number: 861