



# FAIRFAX TOWN COUNCIL MEETING STAFF REPORT

<b>MEETING DATE</b>	July 17, 2024
<b>PREPARED FOR</b>	Mayor and Town Council
<b>PREPARED BY</b>	Loren Umbertis, Director of Public Works
<b>SUBJECT</b>	Authorize Town Manager to Award Contract to Miller Pacific Engineering Group for design and administration services for Tamalpais/Berry Retaining Wall, not to exceed \$182,000; authorize Town Manager to solicit bids for construction and authorize Town Manager to award contract for construction to not exceed \$400,000

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## RECOMMENDATION

1. Authorize the Town Manager to award a contract to Miller Pacific Engineering Group for design and administration services, including soft costs (surveying, contingency, bidding, and construction support) for the Tamalpais/Berry Retaining Wall, not to exceed \$182,000.
2. Authorize the Town Manager to solicit bids and award contract for construction if bids do not exceed \$400,000.

## BACKGROUND

On May 27, 2024, during the repaving phase of a PG&E Gas Line Replacement project along Tamalpais Rd near Berry Trail, a retaining wall adjacent to the roadway collapsed under the weight of a large asphalt grinder machine. As a result, access to Berry Trail was closed and a Marin Municipal Water District pump station was rendered inoperable. Access to and through Tamalpais Road was also impacted during the evaluation and eventual extraction of the machine from its resting place.

## ANALYSIS

To restore vehicular access to Berry Trail residents and enable Marin Water (MMWD) to repair their pump station, it is imperative to proceed quickly with the design and construction of a new retaining wall at this location. The exact cause of the collapse and responsibility is still being determined. However, leading the reconstruction effort will expedite the process.

Miller Pacific Engineering Group has provided an estimate for the design and administration costs at \$182,000, and construction costs are estimated at \$377,000 (excluding contingency). The recommended approach is a standard steel beam soldier pile wall with wood lagging. Staff requests the Town Council authorize the Town Manager to enter into an agreement with Miller Pacific Engineering Group and to award a construction contract, provided bids do not exceed \$400,000. This authorization aims to avoid delays associated with the typical Council approval process.

If construction bids exceed \$400,000, Staff will return to the Council for further authorization, potentially delaying the project start by several weeks.

## FISCAL IMPACT

The estimated cost for the reconstruction of the retaining wall includes \$182,000 for design and administration and up to \$400,000 for construction (including contingency). The Town may seek

reimbursement from involved parties once responsibility is determined. Funding will be sourced from the Town's Reserve Funds (either 02-715 or 01-715), as this is an unanticipated expense.

**ATTACHMENTS**

Resolution

## RESOLUTION 24 -

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX AUTHORIZING TOWN MANAGER TO AWARD CONTRACT TO MILLER PACIFIC ENGINEERING GROUP FOR DESIGN AND ADMINISTRATION SERVICES FOR TAMALPAIS/BERRY TRAIL RETAINING WALL, AUTHORIZE TOWN MANAGER TO SOLICIT BIDS FOR CONSTRUCTION, AND TO SOLICIT AND ACCEPT BIDS FOR CONSTRUCTION AND AWARD CONTRACT IN CONNECTION THEREWITH, PROVIDED SUCH BIDS DO NOT EXCEED \$400,000**

**WHEREAS**, on May 27, 2024, during the repaving phase of a PG&E Gas Line Replacement project along Tamalpais Road near Berry Trail, a retaining wall adjacent to the roadway collapsed under the weight of a large asphalt grinder machine, resulting in the closure of access to Berry Trail and the inoperability of a Marin Municipal Water District pump station; and

**WHEREAS**, to restore vehicular access for Berry Trail residents and to enable the Marin Municipal Water District to repair the pump station, it is imperative to proceed expeditiously with the design and construction of a new retaining wall at this location; and

**WHEREAS**, Miller Pacific Engineering Group has provided an estimate of \$182,000 for design, bidding assistance, and construction administration services, and \$377,000 (excluding contingency) for construction costs, recommending the use of a standard steel beam soldier pile wall with wood lagging as the best approach; and

**WHEREAS**, to complete the work before the anticipated rainy season and expedite the project, staff recommends authorizing the Town Manager to enter into an agreement with Miller Pacific Engineering Group for the design and administration services, and to authorize the Town Manager to award a construction contract, provided that the bids do not exceed \$400,000; and

**WHEREAS**, should the construction bids exceed \$400,000, staff will return to the Town Council for further authorization, potentially delaying the project; and

**WHEREAS**, the cause of the retaining wall collapse is still undetermined, and the Town may seek reimbursement from responsible parties; and

**WHEREAS**, this incident is an unanticipated event, and funds for the project will be sourced from the Town's Reserve Funds (either 02-715 or 01-715);

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Fairfax, California, hereby authorizes the Town Manager to:

1. Award a contract to Miller Pacific Engineering Group for design and administration services for the Tamalpais/Berry Retaining Wall, in an amount not to exceed \$182,000.
2. Solicit bids and award contract for the construction of the retaining wall, provided that the construction bids do not exceed \$400,000.

The foregoing resolution was duly passed and adopted by the Town Council of the Town of Fairfax at a duly noticed meeting held on the 17th day of July 2024, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

ATTEST

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BARBARA COLER  
MAYOR

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CHRISTINE FOSTER  
DEPUTY TOWN CLERK