



TOWN OF FAIRFAX

SPECIAL MEETING STAFF REPORT

October 4, 2017

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager *GT*

SUBJECT: Adopt a Resolution Approving an Agreement with Ghilotti Bros. to Repair Potholes on Scenic and Crest Roads in a Total Not-To-Exceed Amount of \$25,134

RECOMMENDATION

Adopt a resolution authorizing the Town Manager to:

- 1) Do everything necessary and appropriate to prepare and execute an agreement with Ghilotti Bros., Inc. to repair potholes on Scenic and Crest roads in a total not-to-exceed amount of \$25,134;
- 2) Allocate a project contingency reserve of \$3,000 to be used by the Town Manager to cover unforeseen project costs; and
- 3) Appropriate \$8,000 to Fund 52 (Storm Recovery).

DISCUSSION

In February 2017, severe rainfalls caused severe pothole damage to upper Scenic and Crest roads. Per FEMA guidelines, the Town obtained 3 estimates for the work. The Ghilotti Bros. estimate is approximately a \$1,000 less than the other two estimates. Due to their busy schedule, Ghilotti Bros. indicates it may take them a few weeks to complete the work. The work will consist of "digouts" of portions of the road to repair the potholes.

FISCAL IMPACT

The FY17-18 budget lists all storm damage repair projects in one fund (Fund 52 CIP- Storm Recovery). Fund 52 CIP- Storm Recovery budgeted \$20,000 for this pothole repair project. The construction budget will need to be increased by \$8,000, which includes the project contingency. FEMA and CalOES together will reimburse 93.75% of the project costs. The additional cost to the Town is approximately 6.25% (\$500) of the added cost (\$8,000). The additional cost will be absorbed in Fund 52.

ATTACHMENTS

1. Ghilotti Bros. estimate
2. Resolution

SPECIAL MEETING
AGENDA ITEM # 1

Bid Proposal



Ghilotti Bros., Inc.

525 Jacoby Street
San Rafael, CA 94901

GBI Contact: Ryan Strong

Phone/Mobile:

Email:

Quote To: Town of Fairfax
Name: Mark Lockaby
Email: mlockaby@townoffairfax.org

Job Name: Crest Rd & Scenic Rd Digouts

Bid Number: MR17160

Proposal Date: 5/2/17

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Crest Road Digouts	1.00	LS	13,004.00	13,004.00
	Scenic Road Digouts	1.00	LS	12,130.00	12,130.00
GRAND TOTAL					\$25,134.00

ATTACHMENT 1

RESOLUTION 17-__

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
APPROVING AN AGREEMENT WITH GHILOTTI BROTHERS, INC.,
TO REPAIR POTHOLES ON SCENIC AND CREST ROADS
IN AN AMOUNT NOT TO EXCEED \$25,134**

WHEREAS, in February 2017, severe rainfalls caused severe pothole damage to upper Scenic and Crest Roads; and

WHEREAS, FEMA guidelines require the Town to obtain three estimates and to select the lowest estimate; and

WHEREAS, the Town has obtained three estimates for the work and Ghilotti Brothers, Inc., submitted the lowest estimate in a total not-to-exceed amount of \$25,134;

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

1. Do everything necessary and appropriate to prepare and execute an agreement with Ghilotti Bros., Inc. to repair potholes on Scenic and Crest roads in a total not-to-exceed amount of \$25,134;
2. Allocate a project contingency reserve of \$3,000 to be used by the Town Manager to cover unforeseen project costs; and
3. Appropriate \$8,000 to Fund 52 (Storm Recovery).

The foregoing Resolution was duly introduced and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 4th day of October 2017, by the following vote, to wit:

AYES:

NOES:

ABSENT:

John Reed, Mayor

Attest: _____
Michele Gardner, Town Clerk

ATTACHMENT 2