




TOWN OF FAIRFAX

SUPPLEMENTAL STAFF REPORT

December 5, 2018

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager 

SUBJECT: Receive report on Parkade design process and discuss/consider options for approving the bid award for the project.

RECOMMENDATION

Receive report on Parkade design process and discuss/consider options for approving the bid award for the project and direct staff as appropriate.

BACKGROUND

Please refer to the "place holder" report for this item submitted with the Agenda packet for the December 5, 2019 meeting.

DISCUSSION

The discussion is broken into two sections: Preliminary Plans and Bid Options. Staff will provide more detail on both issues at the meeting. It should be noted that the proposed plans, in essence, construct ADA improvements and repave the Parkade lot. The improvements do not affect off-street parking or traffic circulation. The Parkade may lose a few parking spaces to accommodate the improvements.

Preliminary Plans

Attached are preliminary plans from CSW/Stuber-Stroeh Engineering Group, Inc., based in Novato. These plans are a work in progress and we anticipate having updated plans at the meeting.

The plans are as follows:

Plan Sheet C2 is an aerial of existing conditions.

Sheet C3 shows an overlay of the improvement plans over an aerial.

Sheet C4 shows the detail of the proposed ADA curb ramp improvements.

Sheet C5 is a line drawing of the improvements.

The significant difference between these plans and the base conceptual plan is the level of detail.

Some items of note for the Council to discuss/consider:

- 1) Tree well sizes have increased to 6 ft up from an average of 4 ft. In some cases, the parking lot was paved right up to the trees. This asphalt would be removed from around the trees.
- 2) Urban Forestry Associates prepared the attached arborist report for the Parkade in 2013. The report indicates that two trees should be removed to benefit the redwood trees. An additional two trees will need to be removed to accommodate the reconstruction of the two staircases. The engineer and staff are working with the arborist to confirm his findings and to have him review the proposed tree wells.
- 3) The driveway approach to the Parkade on Sir Francis Drake will need to be reconstructed.
- 4) The existing bus shelter in the Parkade would be removed, but a 10 ft x 10 ft pad would remain for the reconstruction of the shelter at a later date. This presumably would be a local coordinated effort as discussed at a previous meeting.
- 5) The ADA spaces have been moved to better accommodate path of travel. Only 3 ADA spaces are required. The ADA path of travel and maintaining a minimum 15 ft drive aisle width will require existing bollards to be removed and replaced by the stairs.
- 6) For the mid-block crossing at Siam Lotus, the Council has the option of slightly extending the ADA curb ramp into the street. The proposed extension does not affect parking or traffic circulation, but would create a safer pedestrian crossing. The proposed design is slightly different than shows on the attached sheets.
- 7) The engineer is working on designs and locations for bio-swales to treat storm water runoff without losing parking spaces. We hope to have a concept available at the meeting.
- 8) Due to the timing for the plans, we are not recommending the inclusion of flashing beacons and a bus shelter on Broadway. Both these items would impact the plans and specifications and can easily be installed at a later date should the Council desire those improvements.

As we stated above, the preliminary plans are a work in progress and change every day. Currently, the project schedule is the "notice of bid" on December 17th and bid award on December 31st, which is the current deadline.

Staff has applied for a 12-month extension, with the support of MTC and Caltrans staff, from the California Transportation Commission (CTC). The rationale for the extension is that in staff's preliminary discussions with local contractors, we are concerned that we will not receive competitive bids due to the local bidding environment and upcoming holidays. However, the CTC does not meet until the end of January, so we would not know until then if our extension was granted.

Bid Options

In order to meet the deadline or, at a minimum, continue our efforts, the Council has the following options to consider:

- 1) Hold a special December 31st meeting to award the bid.

Analysis: If the bid(s) come in at or near the engineer's estimate, the Council could consider awarding a bid. If the bids are significantly higher than the engineer's estimate, then staff would recommend continuing the item to the next Council meeting where we would have sufficient time to discuss the options. This would support the reason for our extension request.

- 2) Authorize staff to award a bid to the lowest responsible bidder subject to parameters pre-established by the Council.

Analysis: The engineer's preliminary estimate is \$475,000 for the proposed work, however, the amount will change as design detail is developed. The Council would need to set a monetary limit at this meeting. If the amount is above the stated authority, staff could not award the bid. If the bid amount was slightly above the authority given to staff, staff would need to schedule a special Council meeting the first week of January for the Council to consider the bid. This option works if Caltrans is amenable to considering the Town has substantially met the deadline to award the construction contract.

- 3) Hold a special meeting the first week of January to award the bid.

Analysis: Again, this option works if Caltrans is amenable to considering the Town has substantially met the deadline to award the construction contract.

- 4) Bid the project in January with bid award to be considered by the Council on February 6, 2019.

Analysis: The Town would know by February 6th if the CTC granted the 12-month extension.

ATTACHMENTS

Preliminary plans
Arborist report