



TOWN OF FAIRFAX

STAFF REPORT

September 1, 2021

TO: Mayor and Town Council

FROM: Jonathon Goldman, Interim Public Works Director

SUBJECT: Receive Capital Projects Update

RECOMMENDATION

Receive report, hear public comment, discuss, and provide direction.

DISCUSSION

With Resolution No. 21-27 adopted during the course of Council's July 7, 2021 regular meeting, the Town approved the Capital Improvement Budget and appropriated funds for progress or completion of those projects in the fiscal year beginning July 1, 2021 and ending June 30, 2022.

As indicated at that time, and as provided in the associated Budget Message, the adopted budget reflects Council direction to:

- add \$345,000 in capital improvements (CIP projects) including \$225,000 for road resurfacing and repair,
- add \$100,000 to renovate the kitchen (warming kitchen) in the Pavilion, and
- add \$20,000 for pedestrian trail improvements.

Since starting work August 2nd, the Town's Interim Public Works Director has been able to establish the status and provide direction to design consultants on several of these projects. Similarly, a number of urgent (before it rains) projects have been identified -- including repairs to the upper end of Bay Road recommended by the Town's consulting engineer, Miller-Pacific; repairs to underground storm drainage piping that have resulted in sinkholes or voids in two locations, and several others.

Due to the water shortage emergency, Staff has acquired water storage tanks and a pump to allow the Town to receive and store reclaimed water from the recycled water project managed by the Marin Municipal Water District (MMWD) (<https://www.marinwater.org/recycledwater>) and transport and use that recycled water for irrigation and other uses. Town Staff intend to use recycled water for hand-watering and irrigation of large turf and other areas to ensure our compliance with the MMWD's potable water use restrictions and because it's the right thing to do. The Town's street sweeper, for example, will use recycled water for dust suppression. Town Staff are permitted to use recycled water for surface cleaning (as long as we comply with our Stormwater Permit and don't discharge anything but stormwater to the storm drain system), and for turf, street tree and Redwood grove irrigation as needed without being restricted to Fridays as our existing sprinklered areas are. Areas to be irrigated using recycled water will be identified with signage or other means to the extent Staff can do so. Signage on the equipment carrying and distributing recycled water will also be used to indicate that the Town is not using potable (drinking) water for those purposes.

While Staff recognizes the need to update and maintain the Town's website regarding all of these projects, key project updates for Council and the community at this time include:

Street Paving – in addition to the urgent repairs identified as necessary before the rainy season, and unless Staff can deliver them as projects procured as negotiated contracts, Staff plans to retain project delivery consulting help to prepare bid documents (including plans and specifications) to allow the Scenic Road and other projects included on the SB-1 list (attachment B) to be issued for either informal or formal bids in conformance with the Town's adopted code for procurement of public works projects (https://codelibrary.amlegal.com/codes/fairfax/latest/fairfax_ca/0-0-0-1222) and the Street Improvement Fund ([CHAPTER 3.24: SPECIAL GAS TAX STREET IMPROVEMENT FUND \(amlegal.com\)](#)). To the extent that specific road segments can be repaired at project costs of \$60,000 or less, the Town Manager has the authority to negotiate such a contract (as long as adequate funds have been appropriated by Council) as provided for in Fairfax Municipal Code (FMC) Section 3.36.020.A.

To the extent practicable, Staff will attempt to deliver several smaller paving projects before the rainy season. Once the construction season wanes, Staff will develop bid packages for formal bidding of projects within the adopted budget in early January in order to have Council award contracts and authorize issuance of notice to proceed in February, 2022. Generally, the priorities for these road segments are identified in the Town's most recent Pavement Management Report document (<https://www.townoffairfax.org/pavement-management-report/>); however, the pavement condition criteria that are used by all of the Bay Area Metropolitan Transportation Commission (<https://mtc.ca.gov>) agencies do not (in the Interim Public Works Director's opinion) give adequate consideration to bicycle or pedestrian uses of the pavements or the adjacent sidewalks and other paths of travel used for non-motorized travel. Staff will provide Council with recommendations as to road segment paving priorities once the time necessary to develop familiarity with the most recent Pavement Management Report and to develop a more holistic sense of priorities from more tenured Town Staff, consultants and Council.

Bridges – Azalea Avenue, Meadow Way, Creek Road and Spruce, Marin, and Canyon Bridges have all been in the design and project delivery process for some time. Project delivery continues to utilize a mixture of funding sources for repair or replacement as indicated in the adopted budget.

Coordination for the temporary relocation of gas, electricity and other utilities at the Meadow Way site took place *via* Teams meeting in early August and in-person on Wednesday August 25, 2021. The short-term, critical path necessary for Caltrans issuance of approval for bidding for several of the bridge projects is associated with acquiring final National Environmental Policy Act (NEPA) clearance, and Right-of-Way or real property acquisition in the form of temporary construction and permanent facility easements for facilities associated with certain of the projects. For example, one of the projects will require installation of horizontally-installed tie-backs that will extend underground into private property outside the public right-of-way.

Staff has asked the lead project delivery consultant, Nader Tamannaie, P.E. (California Infrastructure Consultancy, Inc., www.califstructure.com) to prepare a preliminary right-of-way package for presentation to Council in closed session (real property acquisition) in October on at

least the Meadow Way project. Staff is making every reasonable effort to accomplish construction of any facilities possible under the project umbrella to either allow for easier future undergrounding of overhead utilities or accomplish some undergrounding as part of the work.

It is anticipated that ,for the Meadow Way project, bid package(s) for procurement in compliance with Town code and Caltrans requirements will be ready to advertise in December, 2021 with bids to be opened after the New Year and construction to begin in the dry season of 2022. More detailed descriptions of the projects are contained in the budget document available online at: <https://www.townoffairfax.org/town-budget/>. It is anticipated that more details regarding the schedules for all of the Bridge Projects will be presented to Council during the course of regular October or November 2021 meetings.

Azalea Avenue/Sir Francis Drake Intersection Pedestrian Safety/Safe Pathways to School Project – the adopted budget also includes a project funded at \$250,000 for installation of path-of-pedestrian travel improvements and a rectangular, rapid-flash beacon crossing for this intersection adjacent to the Fairfax Market. Initial topographic surveying has been performed, but the limits of the public right-of-way were not included when that work was completed. Those limits are necessary to ensure that public improvements are not constructed on private property without the necessary easements and other permissions. The need to ensure that the path of pedestrian travel for persons with impaired mobility or sight (or both) from the public transit stops on Sir Francis Drake near Broadway may pose challenges for this project. Staff and consultants are also confirming whether Caltrans has any permitting jurisdiction over the work. Staff will provide more detailed updates during the course of Council’s October and November meetings.

Park & Pedestrian Trail Improvements – appropriations in the current adopted budget total \$114,272 from Measure A Park & Measure F funding to continue park improvement projects including reimbursement of costs for Peri Park Playground equipment; pedestrian trail repairs; Peri Park Exercise equipment; Peri Park Swing replacement; and Bicycle Pump Track construction. Staff has acquired a quotation for the Peri Park Swing Replacement equipment. Additional expenses are likely for fence relocation, fall-surface provisions and accessibility improvements. Staff is proceeding with procurement and installation of the swing set and will continue to keep Council apprised of progress on these improvements. A more detailed update will be provided during the course of Council’s October and November regular meetings.

Pavilion Project – A summary of the history of the project is provided on the Town’s website here: <https://www.townoffairfax.org/pavilion-retrofit-project/>. On the basis of two coordination meetings held with the project’s consulting team and the Interim Public Works Director, Staff intends to provide a more detailed presentation on the status of the project to Council and the community in an October or November regular meeting. Staff is pursuing a short-term project delivery plan intended to deliver the foundation, structural improvements and certain accessibility improvements with invitations to bidders in December, 2021 in conformance with FEMA funding agreements. Staff intends to deliver all of the FEMA-funded (including Town match) portions of the work should Council award a contract on the basis of those December, 2021 bids. Subsequent phases of work, including work authorized with appropriations of Town funds in the adopted budget in excess of those necessary to match FEMA’s funding, will be delivered under separate contracts once the fundamental structural and accessibility improvements have been completed and accepted.

Staff will bring California Environmental Quality Act (CEQA) and NEPA findings to Council at the appropriate time for each project and consistent with the sources of funds. The most recent CEQA Guidelines applicable at the time will be complied with. The current CEQA Guidelines are available here: <https://www.opr.ca.gov/ceqa/>.

FISCAL IMPACT

None.

ATTACHMENTS

- A. Capital Improvement Program Summary Pages 75, 76 from Adopted FY21 Budget
- B. SB1 Road Maintenance and Rehabilitation Account (RMRA) Road Segment List adopted June 2, 2021

TOWN OF FAIRFAX

CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2020/21

Account No:	EXPENDITURES		FUNDING SOURCE								
	PROJECT	Project Phase	Estimated Total Project Costs	Federal / State Funding	Gas Tax	Measure F Match Grant Funds	Measure A & B TAM Transport Tax	Measure A Parks	Gen Fund (Meas C) Transfers & Other	Fed/State Financing	County Loan
51-810	STREET RESURFACING & REPAIR SELECTED STREET LOCATIONS	Design & Const	134,830			-	134,830		-		-
51-816	STREET RESURFACING & REPAIR CANYON RD STABILIZATION	Design & Const	81,360		10,000		71,360			-	
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	Design & Const	25,000			-		20,646	4,354		
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	110,000			20,000		90,000			-
51-843	AZALEA AVENUE BRIDGE	Design & Const	285,571	279,668					5,903		
51-856	MEADOW WAY BRIDGE	Design & Const	316,990	292,233	-	-	-		24,757		-
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	Design & Const									
51-873	CREEK ROAD BRIDGE	Design & Const									
51-909	PAVILION SEISMIC RETROFIT	Design & Const	80,000	-		-			15,000	-	65,000
52-ALL	DISASTER REPAIRS	Design & Const									
53-804	SIDEWALK REPLACE & REPAIR	Annual Program	40,000		20,000	20,000			-		
53-830	DOWNTOWN SIDEWALK IMPROVEMENTS	Design & Const	50,000		-	-	50,000		-		-
53-887	STREET RESURFACING & REPAIR	Annual Program	140,000		-	-	140,000		-		-
	TOTALS		\$ 1,263,751	\$ 571,901	\$ 30,000	\$ 40,000	\$ 396,190	\$ 110,646	\$ 50,014	\$ -	\$ 65,000

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CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2021/22

Account No.	EXPENDITURES		FUNDING SOURCE								
	PROJECT	Project Phase	Estimated Total Project Costs	Federal / State Funding	Gas Tax	Measure F Match Grant Funds	Measure A & B TAM Transport Tax	Measure A Parks	Gen Fund (Meas C) Transfers & Other	Fed/State Financing	County Loan
51-810	STREET RESURFACING & REPAIR SELECTED STREET LOCATIONS	Design & Const	178,050		100,000	-	78,050		-		-
51-813	STREET RESURFACING & REPAIR SCENIC RD	Design & Const	200,000				200,000				
51-816	STREET RESURFACING & REPAIR CANYON RD STABILIZATION	Design & Const	81,360		-		81,360				
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	Design & Const	27,973			-		19,973	8,000		
51-827	STORM DRAIN IMPROVEMENTS	Design & Const	100,000	100,000	-	-	-	-	-		-
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	114,272			25,000		89,272			-
51-843	AZALEA AVENUE BRIDGE	Design & Const	361,000	357,000					4,000		
51-856	MEADOW WAY BRIDGE	Design & Const	583,800	516,833	66,967	-	-		-		-
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	Design & Const	203,440	177,060	26,380		-	-	-		-
51-873	CREEK ROAD BRIDGE	Design & Const	202,260	200,000					2,260		
51-909	PAVILION SEISMIC RETROFIT	Design & Const	2,608,000	-		-		-	2,408,000	200,000	
52-ALL	DISASTER REPAIRS	Design & Const									
53-804	SIDEWALK REPLACE & REPAIR	Annual Program	40,000		-	10,000			30,000		
53-830	DOWNTOWN SIDEWALK IMPROVEMENTS	Design & Const	80,000		-	20,000	-		60,000		-
53-887	STREET RESURFACING & REPAIR	Annual Program	400,000		175,000	-	-		225,000		-
	TOTALS		\$ 5,180,155	\$ 1,350,893	\$ 368,347	\$ 55,000	\$ 359,410	\$ 109,245	\$ 2,737,260	\$ 200,000	\$ -

Attachment B – SB1 Road Maintenance and Rehabilitation Account (RMRA) Road Segment List adopted June 2, 2021

Project Name	Description	Approximate Locations	Est Useful Life	Yr. of construction
Scenic Rd repavement	repave 1,700 linear feet of road including associated retaining walls	Scenic Rd between Shapiro Ln and Bay Rd.; Tamalpais to Upper Scenic Rd.	15	2018
Canyon Rd. stabilization & reconstruction	road stabilization project which includes repaving	portion of road at 145 Canyon Rd.	30	2019
sidewalk replacement in downtown	reconstruct sidewalks to improve ADA accessibility in downtown	various locations along Broadway and Bolinas Rd. in downtown	30	2018
Sir Francis Drake (SFD) and Bolinas Rd. repavement	Repave selected sections of SFD and Bolinas Rd.	Selected portions of SFD and Bolinas Rd.	30	2022
Parkade pedestrian improvements	Provide matching funds for ADA improvements to Parkade parking lot in downtown	Parkade parking lot between Sir Francis Drake Blvd. and Broadway	20	2019