



# FAIRFAX TOWN COUNCIL MEETING SUPPLEMENTAL STAFF REPORT

**MEETING DATE** January 10, 2024  
**PREPARED FOR** Mayor and Town Council  
**PREPARED BY** Loren Umbertis, Public Works Director  
**SUBJECT** Supplement to Agenda Item #6 Adopt a Resolution Approving a Supplemental Budget Appropriation in the Amount of \$18,613.72, Authorizing Final Payment, Accepting Work as Complete and Authorizing the Town Manager to Issue a Notice of Completion for the Fairfax Streets and Roads Improvement Project

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## **RECOMMENDATION**

Additions were made to the Resolution to note the specific streets (Scenic Road and Porteous Avenue) that received work under this project.

## **ATTACHMENT**

Resolution

**RESOLUTION 24-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX  
MAKING A SUPPLEMENTAL BUDGET APPROPRIATION IN THE AMOUNT OF  
\$18,613.72, AUTHORIZING FINAL PAYMENT, ACCEPTING THE WORK AS COMPLETE  
AND DIRECTING THE ISSUANCE OF A NOTICE OF COMPLETION FOR FAIRFAX  
STREETS AND ROADS IMPROVEMENT PROJECT**

**WHEREAS**, On July 12, 2023, the Town Council authorized the Town Manager to award the Fairfax Streets and Roads Improvement Project construction contract to Ghilotti Bros., Inc for the repaving and improvement of Scenic Road (from Azalea Ave to Manor Road) and Porteous Avenue (from Bolinas Road to Wood Lane), for the total price of \$732,355; and

**WHEREAS**, Staff received change order requests in the amount \$30,062.22 in additive cost over original contract amount due to unforeseen circumstances including a buried storm drain, shallow utilities that were damaged and impacted the schedule and other unanticipated buried obstructions; and

**WHEREAS**, during construction, other work was determined as not being required due to existing conditions and was not billed against the original contract in the amount of \$11,499; and

**WHEREAS**, the additive and deductive changes result in a net increase to the original cost of the contract of \$18,613.72 (equal to 2.5%) over original contract cost; and

**WHEREAS**, Ghilotti Bros, Inc. project scope was completed by the middle of November 2023 for a total cost of \$750,998.72; and

**WHEREAS**, Staff has received, reviewed and approved all invoices associated with said Work by Ghilotti Bros, Inc for payment in full; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Fairfax hereby resolves to making a supplemental budget appropriation in the amount of \$18,613.72, authorizing final payment and accepting the work as complete and directing the issuance of a notice of completion for the Fairfax Streets and Roads Improvement Project.

The foregoing resolution was duly passed and adopted by the Town Council of the Town of Fairfax at a duly noticed meeting held in said Town on the 10<sup>th</sup> Day of January 2024 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Barbara Coler, Mayor

Attest: \_\_\_\_\_  
Christine Foster, Deputy Town Clerk