



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

**Prepared by: Bill Guerin,
Director of Public Works**

City Manager Approval: _____ 

TOPIC: ESSENTIAL FACILITIES CONSTRUCTION PROJECT – PUBLIC SAFETY CENTER

SUBJECT: ACCEPT COMPLETION OF THE ESSENTIAL FACILITIES CONSTRUCTION PROJECT – PUBLIC SAFETY CENTER (CITY PROJECT NO. 11291), AND AUTHORIZE THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

RECOMMENDATION: Accept completion of the project and authorize the City Clerk to file the Notice of Completion.

BACKGROUND: In 2014, a thorough and operationally forward-thinking Essential Facilities Strategic Plan was developed for the City of San Rafael. The Plan presented guidance for the replacement, modernization and/or seismic upgrade of the City’s essential services buildings, herein referred to as “essential facilities,” to ensure that the City’s essential facilities are capable of serving the community in the event of a major earthquake and other potential disasters.

The Essential Facilities Strategic Plan recommended a new Public Safety Center Building that would consolidate Police Operations, Fire Station 51, the Emergency Operating Center, as well as Fire Administrative Operations. A contract for this construction project was awarded to Alten Construction, Inc. (“Alten”) by City Council [Resolution No. 14446](#) adopted on December 8, 2017.

On February 5, 2018, the City issued Notice to Proceed to Alten Construction, Inc. On August 26, 2020, Alten achieved final completion of the project.

ANALYSIS:

Pursuant to Civil Code Section 3093, the City is required to record a Notice of Completion upon City acceptance of the construction. This acceptance initiates a time period during which project subcontractors may file stop notices seeking payment from the City from the funds owed to the Contractor for the project work.

Due to the COVID-19 pandemic, the City does not have current plans to host a dedication or grand opening ceremony to celebrate the new Public Safety Center. However, staff is collaborating with the Community Media Center of Marin to create a video commemorating the successful completion of Phase 1 of the Essential Facilities program, which includes the Public

FOR CITY CLERK ONLY

File No.:

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

Safety Center, Fire Station 52 & 57. The video will be available to the public on the City of San Rafael website soon and is planned to be shown at an upcoming City Council meeting.

<https://www.cityofsanrafael.org/facilities-video-updates/>

FISCAL IMPACT: There is no fiscal impact associated with this action.

ACTION REQUIRED: Staff recommends that the City Council accept completion of the project and authorize the City Clerk to file the Notice of Completion.

ATTACHMENTS:

1. Notice of Completion

Recording Requested By:
The City of San Rafael
When Recorded Mail To:

Lindsay Lara, City Clerk
1400 Fifth Avenue, Rm. 209
San Rafael, CA 94901

EXEMPT FROM RECORDING FEES PER
GOVERNMENT CODE §§ 6103, 27383

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

NOTICE OF COMPLETION
Civil Code §§ 8182, 8184, 9204, and 9208

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the agent of the owner of the Project described below.
2. Owner's full name is City of San Rafael ("City")
3. City's address is 1400 Fifth Ave., San Rafael, CA 94901
4. The nature of City's interest in the Project is:
 Fee Ownership Lessee Other
5. Construction work on the Project performed on City's behalf is generally described as follows: City of San Rafael Essential Facilities Construction Project – Public Safety Center (Project Number 11291)
6. The name of the original Contractor for the Project is: Alten Construction, Inc.
7. The Project was accepted as complete on: August 26, 2020
8. The Project is located at: 1375 Fifth Ave, San Rafael, CA 94901

Verification: In signing this document, I, the undersigned, declare under penalty of perjury under the laws of the State of California that I have read this notice, and I know and understand the contents of this notice, and that the facts stated in this notice are true and correct.

Date and Place

Signature

Bill Guerin, Director of Public Works

*EXEMPT FROM NOTARY ACKNOWLEDGMENT REQUIREMENTS PER
GOVERNMENT CODE § 27287 AND CIVIL CODE § 9208*