



SAN RAFAEL CITY COUNCIL AGENDA REPORT	
Department: Public Works	
Prepared by: Sage Crosby, Junior Engineer April Miller, Public Works Director	City Manager Approval: _____

File No.: 16.06.98

TOPIC: NORTH SAN RAFAEL PAVEMENT MAINTENANCE PROJECT

SUBJECT: ACCEPT COMPLETION OF THE NORTH SAN RAFAEL PAVEMENT MAINTENANCE PROJECT AND AUTHORIZE THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

RECOMMENDATION:
Accept the completion of the North San Rafael Pavement Maintenance Project and authorize the City Clerk to file the Notice of Completion.

BACKGROUND:
The [Pavement Management Program \(PMP\)](#) is an annual program vital to maintaining the City's 175 centerline miles of roadway. Each year, the City's streets are inspected, and a portion of them are selected to receive a pavement maintenance treatment. This year's project included crack sealing and slurry sealing to over 4.5 centerline miles of roadway and improvements to bicycle striping on Las Gallinas Avenue.

The project was advertised in accordance with San Rafael's Municipal Code Chapter 11.50 on August 2, 2023, and sealed bids were publicly opened and read aloud on August 18, 2023. On [September 5, 2023](#), the City Council authorized the City Manager to execute a construction agreement with the lowest bidder, VSS International, Inc., in the amount of \$1,035,522 and approved a construction contingency of \$154,478 for a total appropriation in an amount of \$1,190,000. The final cost of the project is \$1,184,210.75 which leaves \$5,789.25 in unused contingency funds. City staff recommend that the City Council accept the 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 improvements. This acceptance initiates a time period during which project subcontractors may file stop notices to seek payment from the City for funds owed to the contractor for the project work.

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

RECOMMENDED ACTION:
Accept the completion of the North San Rafael Project and authorize the City Clerk to file the Notice of

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

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
San Rafael, CA 94901

EXEMPT FROM RECORDING FEES PER
GOVERNMENT CODE § 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 5th Ave, San Rafael, CA 94901
4. The nature of City's interest in the Project is:
 Fee Ownership Lessee Other: Public Right of Way
5. Construction work on the Project performed on City's behalf is generally described as follows: the removal of existing striping, the placement of crack seal and fiberized slurry seal on various roadways, and the installation of new striping.
6. The name of the original Contractor for the Project is: VSS International, Inc. located at 3785 Channel Dr, West Sacramento, CA 95691.
7. The Project was accepted as complete on: January 16, 2023.
8. The Project is located at: various locations in the City of San Rafael.

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

Name and Title

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