



Item No. 7 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

FROM: ROBERT OVADIA, PUBLIC WORKS DIRECTOR

DATE: NOVEMBER 15, 2023

**SUBJECT: APPROVAL OF ADDITIONAL CHANGE ORDER AUTHORITY
ASSOCIATED WITH THE HOLBROOK-PALMER PARK ACCESS
AND CIRCULATION PROJECT, PROJECT NUMBER 56083**

RECOMMENDATION

It is recommended that the Council appropriate \$350,000 from the Holbrook-Palmer Park Parking Lot Repair project to the Holbrook-Palmer Park Access and Circulation project; and increase the City Manager's change order authority for Holbrook-Palmer Park Access and Circulation Project, Project Number 556083 by \$350,000

BACKGROUND

The City Council awarded a construction contract to Suarez & Muñoz of Hayward for the Holbrook-Palmer Park Access and Circulation Project, in the amount of \$1,325,797. At the time of award, the Council authorized change order authority up to \$130,000 for the project.

This project includes the following improvements:

- New concrete sidewalks connecting the park interior to Watkins Avenue
- ADA ramps along Watkins Avenue at the entrance and exit and at the new pedestrian crossings in the park
- Ornamental fence at the entrance and exit to the park to provide a safety railing for the new walkways that are adjacent to the channel along Watkins Avenue
- Removal of existing hardscaping
- Installation of new pedestrian paths consisting of various materials including decomposed granite and decorative interlocking pavers.
- Install pedestrian friendly raised crossings
- Picnic area improvements and a more direct pathway connection to the new picnic area
- New planting and associated irrigation

- Installation of signs acknowledging the funding partnerships for the project (State of California and County of Santa Clara)

The City Council allocated 350,000 towards repairs to the Holbrook-Palmer Park Parking lot in the FY 2022-23 Capital Improvement Program budget and carried the funds forward in the FY2023-24 Capital Improvement Program budget.

ANALYSIS

During the course of construction, there were a few issues that were discovered and additional requests by the Town that are leading to change orders for the project. These changes and associated costs are listed below:

<u>CCO# and Description</u>	<u>Cost</u>
CCO #1 – Fence Color Change	\$5,578
CCO #2 – Entry Drive Paving	\$37,427
CCO #3 – Dry Well Installation	\$5,337
CCO #4 – Catch Basin and Drain Line Modifications	\$7,390
CCO #5 – Electrical Conduits for Future EV Charging Stations	\$4,688
CCO #6 – Redwood Post Replacement at Entry	\$2,697
<u>CCO #7 – Paver Bedding Change</u>	<u>\$3,500</u>
Total	\$66,617

Several additional change orders are anticipated as we move to close out the project including the installation of additional pavers at pedestrian crossings, concrete curb extensions and modifications at the entry and exit driveways, and revisions to the pedestrian crossing at the Main House Parking lot, and other minor adjustments. It is anticipated that these items will utilize the remainder of the available contingency budget.

Though the overall project included some repaving work associated with the entry and exit driveways, complete repair and resurfacing of the driveways were not included. As we near completion of the project, we would like to address some additional paving needs along the exit driveway and drive aisle in the vicinity of the work as well as address the outstanding repair needs in the parking lots. Specifically, we would like to include the following additions to the project:

- Repair and resurfacing of the remainder of the exit driveway
- Repair and resurfacing of the main access drive from the entry/exit drives to the rear parking lot
- North Meadow parking lot - spot pavement repairs, crack sealing, seal coat and restriping
- Main House Parking Lot - pavement repairs, crack sealing, seal coat and restriping
- Adjustment of drainage inlet and repair of storm drain line in main house parking lot
- Rear Parking Lot - spot pavement repairs, crack sealing, seal coat and restriping – this item will be dependent on the final cost agreement with the contractor vs. available funds at the end of the project.

Additional change order authorization is requested to complete these items with the current project. The timing of the work will be weather dependent and coordinated with other ongoing and park activities.

FISCAL IMPACT

A total of \$350,000 has been allocated in the Capital Improvement Program for parking lot repairs at Holbrook-Palmer Park. Reallocation of these funds to the Holbrook-Palmer Park Access and Circulation project are requested to add the various parking lot repair items to the current project.

GOAL ALIGNMENT

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal Area A – Maintain Fiscal Responsibility
- Goal Area B – Preserve Small Town Character and Quality of Life
- Goal Area F – Be Forward-Thinking, Well-Managed, and Well-Planned

POLICY FOCUS

Council policy consideration should focus on timeliness and expediency of completing the parking lot repairs.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders –to include, but be not limited to, media outlets, school districts, Menlo Park Fire Protection District, service providers (water, power, and sewer), and regional elected officials.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item has not been before a Town Committee or Commission

ATTACHMENTS

1. Holbrook-Palmer Park Parking Lot and Drive Aisle Photos