



Item No. {{item.number}} 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: JUNE 21, 2023

**SUBJECT: AWARD OF CONTRACT FOR THE HOLBROOK-PALMER PARK
ACCESS AND CIRCULATION PROJECT, PROJECT NUMBER
56083**

RECOMMENDATION

It is recommended that the Council award the construction contract for the Holbrook-Palmer Park Access and Circulation Project, project number 56083, to the lowest responsive bidder, Suarez & Muñoz of Hayward for \$1,325,797; authorize a task order with Wildan Engineering for construction management and inspection services in an amount not-to exceed \$155,952; authorize construction contract change orders up to \$130,000; appropriate funds from the Capital Improvement Fund for the project and associated contracts; direct the City Attorney to prepare the construction contract; and authorize the City Manager to execute the contract on behalf of the Town.

BACKGROUND

The Holbrook-Palmer Park Access and Circulation Project is included in the FY 2022-23 Capital Improvement Program and includes:

- Removal of existing hardscaping
- Installation of new pedestrian paths consisting of various materials including decomposed granite and decorative interlocking pavers. New concrete sidewalks will connect 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
- New planting and associated irrigation
- 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
- Picnic area improvements and a more direct pathway connection to the new picnic area
- Install pedestrian friendly raised crossings
- Installation of signs acknowledging the funding partnerships for the project (State of California and County of Santa Clara)

The project design was coordinated through the Park and Recreation Committee and reviewed by the City Council prior to finalization.

ANALYSIS

Public Works staff administered a publicly noticed bid for the Holbrook-Palmer Park Access and Circulation Project. Bids were opened on May 9, 2023. Two (2) bids were received for the Holbrook-Palmer Park Access and Circulation Project as follows:

CONTRACTOR	LOCATION	BID
Suarez & Muñoz	Hayward	\$1,325,797.00
Saboo, Inc.	Brentwood	\$1,924,704.50

The Engineer's Estimate for the Holbrook-Palmer Park Access and Circulation Project was \$1,321,149.

FISCAL IMPACT

The project has been allocated \$1,050,000 in the FY 2022-23 Capital Improvement Program, including a grant from the County of Santa Clara in an amount up to \$300,000 from the Stanford Mitigation Fund towards the construction of the proposed park circulation improvements, and \$182,000 in funding from the California Parks Department through their Per Capita Grant Program. Additional funds are required to be allocated to fund the construction contract, construction management and inspection services, and to provide a contingency to address unforeseen issues.

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

POLICY FOCUS

The Council policy focus should be on the need and desire to improve access and circulation to and within Holbrook-Palmer Park. The improvements consistent with the Holbrook-Palmer Park Master Plan and with direction received from the Park and Recreation Committee and the City Council.

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. Construction Bid Results
2. Construction Management & Inspection Task Order