



**Staff Report**

**Date:** September 11, 2014  
**To:** Mayor Elizabeth Brekhus and Councilmembers  
**From:** Rob Braulik, Town Manager  
**Subject:** Award of Construction Contract for the Sir Francis Drake Blvd @ Bolinas Avenue Median Landscaping Project – Town Project No. 9103-45

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**Recommendation**

Council adopt Resolution No. 1874 awarding the construction contract in the amount of \$50,907.08 for the above-noted project to Gardeners' Guild, the lowest responsive bidder.

**Background and discussion**

In the interest of creating a positive impression of Ross on those travelers using Sir Francis Drake Blvd, the median island just south of Bolinas Avenue was determined to be in need of new landscaping. Over the years some of the trees had died, and the remaining bushes and ground cover have deteriorated or died. Existing water service and electrical connections needed to be re-established.

Landscape Architect Donald MacNair, who had provided the design for the landscaping around Town Hall as part of the new SFD/Lagunitas intersection, was retained for this project. Moe Engineering was contracted for project management, to coordinate with MacNair, Pacific Gas & Electric (PG&E), and Marin Municipal Water District (MMWD), and administer the bid process. The engineer's estimate for construction was \$40,000. The project was put out to informal bid by soliciting four qualified landscaping contractors on August 8, 2014. Two bids were received and opened on August 28, 2014. A summary of the bids received on the project is shown in the table below:

<b>Company</b>	<b>Bid Amount</b>
Gardeners' Guild	\$50,910.08
Bortolussi & Watkin	\$56,739.00

(Gardeners' Guild bid had minor discrepancies in the prices of individual bid items due to rounding resulting in actual total of \$50,907.78, or \$2.30 less than stated total. This had no effect on bid ranking)

**Fiscal, resource and timeline impacts**

The funding source for the curb repair and landscaping is the Town's Roadway Fund. The total budget for landscaping is \$85,000, including design, construction, management and contingency. The cost of repair work is estimated to cost \$37,000, which can be covered by remaining budget in the Roadway Fund. The total project cost is estimated to be \$122,000. The work is scheduled to begin in early October, pending Marin Municipal Water District (MMWD) approval.

**Alternative actions**

None recommended.

**Environmental review**

This project qualifies for a CEQA Categorical Exemption under Section 15301 (c) – maintenance and repair of existing facilities.

**Attachment**

- Resolution No. 1874

# **TOWN OF ROSS**

## **RESOLUTION NO. 1874**

### **A RESOLUTION OF THE TOWN OF ROSS AWARDING THE CONSTRUCTION CONTRACT FOR THE SIR FRANCIS DRAKE BLVD @ BOLINAS AVE MEDIAN LANDSCAPING PROJECT, TOWN PROJECT NO. 9103-45, TO GARDENERS' GUILD, INC.**

**WHEREAS**, the Town of Ross has caused plans and specifications to be prepared for the construction of a public project entitled "Sir Francis Drake Blvd @ Bolinas Ave Median Landscaping, Town Project No. 9103-65" (hereinafter "Project"); and

**WHEREAS**, the Ross Town Council has authorized the Town Manager to call for bid proposals to construct the Project and has provided the notice thereof as is required by law; and

**WHEREAS**, the Town Manager received bid proposals from various bidders, and bids were opened at 1:30 p.m. on the 28<sup>th</sup> day of August, 2014, and has conducted the necessary examination to determine whether one of those bidders is the lowest, responsible bidder and has made a recommendation to the Town Council that it award the contract for the construction of the Project to the entity whose name is described below; and

**WHEREAS**, based on the information supplied by the bidder named below and the examination conducted by the Town Manager, the Ross Town Council finds the said bidder to be the lowest, responsible bidder for construction of the Project;

**NOW THEREFORE BE IT RESOLVED**, the Town Council of the Town of Ross does hereby award a construction contract for the Sir Francis Drake Blvd @ Bolinas Ave Median Landscaping Project in the amount of \$50,907.78 to Gardeners' Guild, Inc., the lowest responsive bidder.

The foregoing resolution was duly and regularly adopted by the Ross Town Council at its regular meeting held on the 11<sup>th</sup> day of September 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Elizabeth Brekhus, Mayor

**ATTEST:**

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Linda Lopez, Town Clerk