To:                     Honorable Board of Supervisors
From:                   Neal Hay, Director of Development Services
Department:             Development Services
Subject:                Adoption of a resolution authorizing the issuance of the Notice of Completion for the HSIP Cycle 6 Reflective Safety Improvements Project

Recommendation

It is recommended that the Board of Supervisors adopts a Resolution authorizing the issuance of the Notice of Completion for Contract No. GF31001524R, HSIP Cycle 6 Reflective Safety Improvements Project, Federal Project No. HSIPL-5918(089).

Background

In July 2013, the Department applied for federal Highway Safety Improvement Program (HSIP) funds to replace faded and missing pavement markings along 37.23 miles of road in the County. The road selection criteria were based on Pavement Condition Index (PCI) scores and roadway classification. The project placed new center-line and edge-line striping over road segments as well as pavement markings. The project was coordinated with recommended road rehabilitation in the FY 2017-18 Road Plan.

Staff advertised the striping project for thirty (30) days and opened bids on March 29, 2018, with the apparent low bidder being Chrisp Company with a bid of $359,161.73. On April 24, 2018, the Board of Supervisors awarded the construction contract to Chrisp Company. The Notice to Proceed letter was issued on July 16, 2018 with a construction start of August 6, 2018. Construction was completed on August 29, 2018. Project closeout is pending completion of the Notice of Completion.

Discussion

To officially closeout HSIP Cycle 6, Caltrans Local Assistance District 3 requires local agencies to prepare and submit a Resolution authorizing the Notice of Completion. Together with the Resolution and the project’s closeout documents, County staff can submit the closeout package to Caltrans District 3 to officially close the project. Project closeout is pending completion of the Notice of Completion.

During construction, County staff inspected the work for the HSIP Cycle 6 Reflective Safety Improvements Project, prepared daily inspection reports and coordinated with Chrisp’s striping crews to assure compliance with the project documents and the Caltrans Standard Specifications for the materials used on the project. The contractor was required to submit payroll certificates per the guidelines of the California Department of Industrial Relations. The completed work meets the requirements of the contract documents.
Prior Board Action

April 24, 2018: Awarded a construction contract to Chrisp Company in the amount of $359,161.73 for new center-line and edge-line striping as well as pavement markings and reflectors for approximately 37 miles of County roads.

February 27, 2018: Adoption of plans/specifications and authorization to bid.

Board Alternatives

The recommended action best serves the needs of the County. The latest version of the Caltrans Local Assistance Manual requires formal acceptance at a project’s completion by the governing local agency. By not accepting the project’s completion date, staff would not be able to complete and submit the final paperwork to Caltrans to close out the project.

Other Department and/or Agency Involvement

The California Department of Transportation administers the HSIP Funding as an agent for the Federal Highway Administration (FHWA). The District 3 Local Assistance personnel coordinate the project’s funding and federal environmental compliance.

Action Following Approval

The Notice of Completion will be signed and submitted to the County Recorder’s office for recordation. The Development Services Department will complete and submit the final paperwork to Caltrans District 3 to close out the HSIP Cycle 6 Project.

Fiscal Impact

There is no impact to the General Fund. The total project construction cost was $516,544.73 which is comprised of $418,051.73 Construction contract and $98,493.00 Construction Engineering. Of the total costs, $464,890.26 are federal aid eligible and $51,654.47 is the County contribution. The eligible project costs will be paid out of the County’s Road Fund with 90% being reimbursed from Highway Safety Improvement Program.

Countywide Goals & Top Priorities Compliance

Completing HSIP Cycle 6 Reflective Safety Improvements Project addresses the following:

- Countywide Goal E: Provide and enhance public infrastructure, including essential water, wastewater, other utilities, transportation systems (including “Farm to Market” roads), and achieve best possible flood protection for the entire County region, including upgrading necessary levees to obtain reasonable flood insurance coverage for all residents, businesses, and property owners.

Standing Committee Review

At the Public Works/Support Services Committee meeting of March 14, 2019, this item was reviewed and recommended for placement on the consent calendar for the Board of Supervisors.

Respectfully Submitted,

S/ Neal Hay
Director of Development Services

Attachments:
1. Resolution
2. Notice of Completion