



## STAFF REPORT

**Date:** Tuesday, September 9, 2014  
**To:** Bryan H. Montgomery, City Manager  
**From:** Kevin Rohani, Public Works Director/City Engineer

Approved and Forwarded to City Council:

  
Bryan H. Montgomery, City Manager

**SUBJECT:** Acceptance of work associated with CIP Project No. 77 – Citywide Street Name Sign Replacement Project

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### **Background and Analysis**

The City's adopted FY 2013/14 Capital Improvement Program (CIP) Budget designates funding for various infrastructure repair and replacement projects. This is consistent with the City's goals to improve the quality of the City's public infrastructure and to enhance the quality of life for our residents.

Capital Improvement Project No. 77 – Citywide Street Name Sign Replacement project removed and replaced the old existing street name signs, regulatory signs, and warning signs in various neighborhoods throughout the City. This project has replaced all street name signs in the last of the residential neighborhoods and the contractor finished the project on time and under budget. The neighborhoods that were included with this project were as follows:

- 1) The subdivision that is bound by Oakley Road and Laurel Road between Live Oak Avenue and Empire Avenue including the Heather Park Subdivision located north of Oakley Road at Kelsey Lane
- 2) The subdivision east of Main Street between Honey Lane and Hill Avenue which includes the streets of Hill Avenue, Malicoat Avenue and Douglas Road
- 3) The entire subdivision south of Laurel Road and east of Marsh Creek
- 4) The western portion of the Summer Lake Subdivision; south of Cypress Road

### **Summary**

Prior to construction, staff communicated the project with the residents who had sign posts in front of their property to inform them that new signs would be installed in the coming weeks. Contact information was also provided so that if any issues came up during construction they could be addressed expeditiously by staff and the construction team. This approach was particularly valuable during construction when

new posts were installed near existing planter areas and irrigation systems so they would not be damaged.

The collaborative effort by the staff, residents, and contractor resulted in a better project and reduced some of the inconveniences that could have resulted from the project. The successful completion of this project also adds a new asset to the City of Oakley public infrastructure system.

### **Fiscal Impact**

This construction contract awarded by the City Council was for \$61,731.00 with the contingency amount of \$7,000.00 bringing the total authorized budget to \$68,731.00. This construction contract was successfully completed under the authorized budget for \$61,053.00.

Pursuant to the contract documents, 5% of the accrued costs were withheld from the amount paid to the contractor. These funds are called "retention", and are held until the end of the project to ensure that the contractor completes the project in a timely manner. Approval of this item will authorize the release of the retention payment to the contractor. The retention was already budgeted as part of the contract and change order approvals, so there is no additional fiscal impact associated with this action.

### **Recommendation**

Staff recommends that the City Council Adopt the Resolution accepting CIP Project No. 77 – Citywide Street Name Sign Replacement Project as constructed by Chrisp Company to be complete, and to direct the City Clerk to file a Notice of Completion for the project with the County Recorder.

### **Attachments**

- 1) Resolution
- 2) Notice of Completion

RESOLUTION NO. \_\_-14

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY ACCEPTING AS COMPLETE THE WORK PERFORMED BY CHRISP COMPANY FOR CIP PROJECT NO. 77 – CITYWIDE STREET NAME SIGN REPLACEMENT PROJECT**

**WHEREAS**, Bellecci and Associates Inc., prepared plans, special provisions, and cost estimates related to CIP Project No. 77 – Citywide Street Name Sign Replacement Project; and

**WHEREAS**, on April 22, 2014, by adopting Resolution No. 26-14, the City Council awarded a construction contract to Chrisp Company, for the construction of CIP No. 77 – Citywide Street Name Sign Replacement Project. Chrisp Company submitted the lowest responsive base bid in the amount of \$61,731.00; and

**WHEREAS**, during the life of the project two change orders were issued, and the final invoiced amount is \$61,053.00; and

**WHEREAS**, Chrisp Company has satisfied the contractual requirements necessary for the acceptance of CIP No. 77 as complete.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED**, by the City Council of the City of Oakley that CIP Project No. 77 – Citywide Street Name Sign Replacement Project is hereby accepted as complete

**BE IT FURTHER RESOLVED AND ORDERED**, that the City Clerk is hereby directed to file a Notice of Completion for CIP No. 77 with the County Recorder.

**PASSED AND ADOPTED** by the City Council of the City of Oakley at a meeting held on the 9<sup>th</sup> of September, 2014 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTENTIONS:

APPROVED:

\_\_\_\_\_  
Randy Pope, Mayor

ATTEST:

\_\_\_\_\_  
Libby Vreonis, City Clerk

\_\_\_\_\_  
Date

PURSUANT TO GOVERNMENT  
CODE §6103 NO FEE IS REQUIRED  
FOR THE RECORDATION OF THIS  
DOCUMENT

**WHEN RECORDED MAIL TO:**

City Clerk  
City Of Oakley  
3231 Main Street  
Oakley, Ca 94561

**RECORDING REQUESTED BY:**

City Of Oakley  
3231 Main Street  
Oakley, Ca 94561

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

**NOTICE OF COMPLETION**

**CIP 77 – Citywide Street Name Sign Replacement Project**

NOTICE IS HEREBY GIVEN THAT:

The CITY OF OAKLEY, a political subdivision of the State of California, did, on April 22, 2014, enter into an agreement with Chrisp Company for construction of Capital Improvement Program Project Number 77 – Citywide Street Name Sign Replacement Project.

The work described in the contract documents was to furnish all material, labor, and equipment necessary to complete CIP No. 77 – Citywide Street Name Sign Replacement Project was located in various neighborhoods within the City limits of Oakley. The project areas are as follows:

- 1) The subdivision that is bound by Oakley Road and Laurel Road between Live Oak Avenue and Empire Avenue including the Heather Park Subdivision located north of Oakley Road at Kelsey Lane
- 2) The subdivision east of Main Street between Honey Lane and Hill Avenue which includes the streets of Hill Avenue, Malicoat Avenue and Douglas Road
- 3) The entire subdivision south of Laurel Road and east of Marsh Creek
- 4) Western portion of the Summer Lake Subdivision; south of Cypress Road

On September 9, 2014 said contract, as a whole was completed and the work was accepted by the City Council of the City of Oakley.

I hereby certify under penalty of perjury that the facts set forth in the foregoing Notice of Completion are true and correct.

Executed at Oakley, Contra Costa County, State of California, on \_\_\_\_\_.

By: \_\_\_\_\_

Libby Vreonis, City Clerk  
City of Oakley, California