

February 9, 2010

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT:** Notice of Completion  
10 & 20 North San Pedro Path of travel & Parking Improvements  
Project No. CAP-09010

Dear Board Members:

**RECOMMENDATIONS:** (1) Approve additional contingency funds of \$28,006.18; (2) authorize the President and Clerk of the Board to execute the attached Notice of Completion and direct the Clerk of the Board to record the document; and (3) authorize the release of the retention 35 days following action by your Board in the amount of \$34,600.62 to Ghilotti Brothers, Inc of San Rafael.

**SUMMARY:** The contract with Ghilotti Brothers, Inc. awarded by your Board on September 1, 2009, was completed on December 14, 2009 in accordance with the plans and specifications. This project consisted of installing accessible parking spaces and ramps to the center building entrances and resurfacing the existing parking lots that service buildings 10 & 20 North San Pedro Road.

During the construction operation, the base material under the existing asphalt was found to be severely saturated. Since the work was being performed on a weekend, immediate action was necessary to remedy the situation and provide an accessible parking area for the public by the following Monday. In order to solve this dilemma, more than 340 tons of asphalt were added to this project to bridge the saturated areas. The funding for this change is available within the project budget. It is recommended that your Board authorize additional contingency funds of \$28,006.18, thereby increasing the originally authorized contract to \$346,006.18. The original Engineer's estimate was \$360,000. After finalizing the construction with Ghilotti Brothers, Inc. we anticipate receiving more than \$17,000 from the owners of building 30 North San Pedro who share the access to this parking area.

**FISCAL IMPACT:** This Capital project is funded from Fund 27900, 10-20 North San Pedro Parking Lot Resurfacing Fund Center 4100991083, Purchase Order No. 4500024183. The amount necessary to increase the contingency is available within the referenced account and no additional transfer is necessary. There is no additional impact to the General Fund.

|                     |                                     |                       |                                     |     |
|---------------------|-------------------------------------|-----------------------|-------------------------------------|-----|
| <b>REVIEWED BY:</b> | <input checked="" type="checkbox"/> | Department of Finance | <input type="checkbox"/>            | N/A |
|                     | <input type="checkbox"/>            | County Counsel        | <input checked="" type="checkbox"/> | N/A |
|                     | <input type="checkbox"/>            | Human Resources       | <input checked="" type="checkbox"/> | N/A |

Respectfully submitted,

Kevin McGowan  
Principal Civil Engineer

Attachment

c: Heidi Davaloo, Danny Briones, Dept. of Finance  
MERIT Document Number 4500024183 Merit Document 10017183