



**Agenda Item No. 12a.**

**Staff Report**

**Date:** October 13, 2016

**To:** Mayor Hoertkorn and Council Members

**From:** John Moe, Director of Public Works/Town Engineer

**Subject:** Time Extension of Preliminary Engineering Contract for the Winship Avenue Bridge Replacement Project – Town Project No. 9064-65 /Federal-Aid Project No. BRLS-5176 (008)

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**Recommendation:** That Council extend the preliminary engineering contract for the above-noted project with Quincy Engineering, Inc. until June 1, 2019.

**Background and discussion:** This project involves the replacement of the Winship Avenue Bridge over San Anselmo Creek. It was decided to combine this federally-funded project with a similar one in the Town of San Anselmo that included the replacement of three of their bridges.

The contract was awarded to Quincy Engineering on February 13, 2014 with a termination date of December 31, 2016. At the time of contract award, it was felt that 34 months would provide sufficient time to complete the preliminary engineering.

As of September 2016, the following tasks have been completed:

- Completed all sub-consultant agreements
- Surveying and mapping for design
- Area of Potential Effects (APE) map
- Conceptual development of channel improvements
- Caltrans Field Review
- Utility Base Map
- Draft Hydraulic Report
- Draft Geotechnical Report
- Town Council Presentation
- Public Presentation materials
- Utility Coordination meeting

The need for additional time is due to the following:

- Alternate alignment needs presentation to and approval of Town Council

- Site access to northwest property for geotechnical boring
- Presenting design flow condition to Marin County Flood Control Technical Working Group
- Additional coordination with Marin County Flood Control

The following are the remaining tasks to be completed:

- Preliminary Engineering
- Hydrology & Hydraulics Analysis and Reports
- Geotechnical Investigations & Reports
- Utility Coordination
- Environmental Clearance & Regulatory Permit Applications
- Right-of-Way Engineering
- Public Outreach
- Project Summary Technical Memorandum
- Caltrans Local Assistance Coordination
- Final Design, Engineering, Preparation of Final Plans, Specifications and Estimate for Bridge Replacement

Quincy Engineering requests extending the contract termination date to June 1, 2019, which will provide sufficient time to complete all remaining tasks as outlined in the Professional Services Agreement between the Town of Ross and Quincy Engineering, Inc. for the Winship Avenue Bridge Replacement Project.

**Fiscal, resource and timeline impacts:** There are no fiscal impacts. Quincy Engineering has not requested additional compensation for this time extension. Additional consultant/staff project management costs are reimbursable through existing agreement with Marin County Flood Control.

**Alternative actions:** There are no proposed alternatives.

**Environmental review (if applicable):** N/A

**Attachments:** None