



**Item No. 14
Town of Atherton**

CITY COUNCIL STAFF REPORT - CONSENT AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

THROUGH: ROBERT OVADIA, PUBLIC WORKS DIRECTOR

FROM: SALLY BENTZ-DALTON, PARK MANAGER

DATE: NOVEMBER 17, 2021

**SUBJECT: ACCEPTANCE OF WORK, AUTHORIZATION TO RECORD NOTICE
OF COMPLETION FOR THE HOLBROOK-PALMER PARK TURN
AROUND PROJECT**

RECOMMENDATION

Accept work and authorize recording of a Notice of Completion for the Holbrook-Palmer Park Turn Around Project, Number 56080.

BACKGROUND

The Holbrook-Palmer Park Turn Around Project consisted of removal of existing asphalt and landscaped areas and installation of a new vehicular turnaround at the rear lot in Holbrook—Palmer Park per the project plans and Town Standard Specifications.

The Council awarded a construction contract on May 19, 2021, to KC Paving, Inc. of City of Redwood City for \$39,207 and Authorized change orders up to \$4,000.

ANALYSIS

The original contract price was for \$39,207. There was one contract adjustment associated with the performance bond:

- | | |
|----------------------|-----------|
| 1. Original Contract | \$ 39,207 |
| 2. Performance Bond | \$ 1,176 |

TOTAL	\$40,383
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Holbrook-Palmer Park Turn Around Project Acceptance
November 17, 2021
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Following completion of the work by KC Paving, Inc., the Town installed parking area and turnaround signage to complete the project.

POLICY ISSUES

There are no significant policy issues related to this item. The item is consistent with Holbrook-Palmer Park Master Plan.

FISCAL IMPACT

Capital Improvement Project Program funds in the amount of \$46,500 were available for the project. The final cost of this portion of work was \$40,383.

GOAL ALIGNMENT

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal A – Maintain Fiscal Responsibility
- Goal B – Preserve Small Town Character and Quality of Life

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the item is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,400 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

ATTACHMENT

1. Notice of Completion
2. Holbrook-Palmer Park – Turn Around Project Plan

RECORD REQUESTED BY:

TOWN OF ATHERTON
AND WHEN RECORDED MAIL TO:

CITY CLERK, TOWN OF ATHERTON

80 FAIR OAKS LANE
(Street Address)
ATHERTON, CALIFORNIA 94027
(City, State and Zip Code)

No fee pursuant to Government Code Section 6103

SPACE ABOVE THIS LINE FOR RECORDER'S USE

TOWN OF ATHERTON
NOTICE OF COMPLETION

HOLBROOK-PALMER PARK TURN AROUND PROJECT
PROJECT NO. 56080
ATHERTON, CALIFORNIA

NOTICE IS HEREBY GIVEN THAT Robert Ovadia, Engineer of Work for the Town of Atherton, County of San Mateo, California, on the 17TH day of November 2021 did file with the City Clerk of said Town a Certificate of Completion for the work described in the construction contract awarded to KC Paving, Inc. on the 14th day of May 2021, said contract being executed on the 19th day of May 2021.

That said work and improvements were accepted as completed on the 8th day of October 2021 and that acceptance for completion of said work was ordered by Motion of the City Council of said Town, adopted on the 17th day of November 2021, and that the name of the surety on the Contractor's bond for performance, labor and materials on said project is RLI Insurance Company, 9025 N. Lindbergh Dr. Peoria, IL 61615.

That said work and improvements consisted of removal of existing asphalt and landscaped areas and install a new vehicular turnaround and pedestrian walkway & finish per Town Standard Specifications. Striping and pavement marking installation was also included in this project.

That I, Robert Ovadia, City Engineer of the Town of Atherton, am authorized by said Motion to execute and file this notice with the County Recorder of the County of San Mateo.

BY: _____
Robert Ovadia, City Engineer

Date

ATTEST: _____
Anthony Suber, City Clerk

Date

'I declare under penalty of perjury that the foregoing is true and correct.'

Atherton, CA
(Date and Place) (Signature) Robert Ovadia, City Engineer

TOWN OF ATHERTON
CERTIFICATE OF COMPLETION

PROJECT NAME: HOLBROOK-PALMER PARK TURN AROUND PROJECT
PROJECT NUMBER: 56080
LOCATION: HOLBROOK-PALMER PARK – 150 WATKINS AVENUE

NOTICE IS HEREBY GIVEN:

1. That on October 8th, 2021, the Public Works project known as HOLBROOK-PALMER PARK TURN AROUND PROJECT, Project Number 56080 was completed in accordance with the plans and specifications as required by the Town of Atherton.

2. That the name and address of the party filling this notice is:

Town of Atherton
80 Fair Oaks Lane
Atherton, California 94027.

3. That the name and address of the Contractor responsible for the construction of the project is:

KC Paving, Inc.
1129 James Ave.
Redwood City, CA 94062

4. That the name and address of the Contractor’s surety is:

RLI Insurance Company
9025 N. Lindbergh Drive
Peoria, IL 61615

5. That the project is described as:

This project consists of updating the men’s and women’s bathrooms with new flooring, fixtures, lights, and paint. The bathroom stalls and plumbing were changed to accommodate ADA accessibility. All improvements were completed per Town standard specifications and special provisions. The work under the contract has been completed

BY: _____
Robert Ovadia, P.E., City Engineer **Date**

ATTEST: _____
Anthony Suber, City Clerk **Date**

