



# DEPARTMENT OF PUBLIC WORKS

Quality, Excellence, Innovation

Raul M. Rojas  
DIRECTOR

December 8, 2015

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

**SUBJECT:** Project Status Update / SMART Station – County Enhancements  
Civic Center Drive Improvement Project  
Project No. 13-001

Dear Board Members:

Accounting

**RECOMMENDATION:** 1) Accept the report; 2) confirm recommended SMART Civic Center station enhancements; 3) authorize the Public Works Director to execute a funding agreement with SMART in the amount not to exceed \$67,000, and 4) approve related budgetary adjustments as detailed in the staff report.

Airport

Building Maintenance

Capital Projects

Certified Unified Program Agency (CUPA)

Communications Maintenance

County Garage

Disability Access

Engineering & Survey

Flood Control & Water Resources

Land Development

Purchasing

Real Estate

Reprographic Services

Road Maintenance

Stormwater Program

Transportation & Traffic Operations

Waste Management

**SUMMARY:** On October 28, 2014, your Board held a workshop on the Civic Center Drive proposed improvements with 60% design plans and directed staff to finalize construction plans. On February 10, 2015, your Board adopted a Mitigated Negative Declaration under the California Environmental Quality Act (CEQA), following a Notice of Availability and 30 day public review period. Subsequently on March 31, 2015, your Board authorized staff to enter into negotiations with SMART on certain specific Civic Center station enhancements that are complementary, but in addition to the Civic Center Drive scope of work. On June 30, 2015, your Board also approved the plans and specifications for the Civic Center Drive Improvement project.

During this time, staff continued to work with Caltrans to complete the environmental studies needed for the National Environmental Policy Act (NEPA). Caltrans issued the NEPA approval on September 2, 2015. In addition, staff submitted the required documents to Caltrans to request Authorization to Proceed with Construction (E-76). We anticipate that Caltrans will approve our request in early 2016. This will allow the project to be advertised for bid immediately thereafter with an award by Spring 2016 and a scheduled construction start in April 2016. Substantial construction completion is anticipated by October 31, 2016.

Staff will be returning to your Board to approve an addendum to the design and environmental analysis contract to address increased costs for NEPA-related mitigation measures, additional survey work required for utility relocations, and design for a temporary road that will allow required project phasing. Staff will also be returning to your Board for approval of a construction management services contract, budgetary adjustments for these services, and final approval of the of the construction contract once bids are received. The current engineer's estimate for construction (including 10% contingency) is approximately \$4 million.

SMART Civic Center Station Enhancements

Last March, your Board directed staff to investigate and negotiate with SMART to add or substitute the following items: Dome style lighting historically used at the Civic Center campus; bicycle racks using the Civic Center design guidelines; Cherokee red paint platform shelter; and colored concrete and special finish north of the rail crossing to match Civic Center Drive (see attached details). Staff received the following cost estimate from SMART (spare parts added):

**SMART Civic Center Station – County Requested Enhancements**

Shelter – Non-Standard Color	\$ 3,209.78
Sidewalk & Path Color Concrete and Finish	\$ 3,118.07
Lights – Civic Center Style (10 plus parts)	\$ 50,167.90
Station Bike Rack Upgrade	\$ 4,515.34
<b>Total</b>	<b>\$ 61,011.09</b>

A draft funding agreement is being finalized. The requested funding for the station upgrades, including 10% contingency, is approximately \$67,000. Staff recommends that the County enter into the funding agreement with SMART to implement these improvements and provide the Director of Public Works authorization to execute the agreement.

**FISCAL IMPACT:** The total SMART Civic Center station enhancements, including 10% contingency, is approximately \$67,000. One-time funds were set aside for this purpose in the current year budget and will be transferred from the General Fund to the Capital Project fund. There are no additional impacts to the General Fund.

Fund	Fund Center	Commitment Item #	Expenditures Amount	Revenue Amount
27900 (Capital Fund)	4100991125 (Civic Center Drive Imp.)	4810110 (Transfer-in)		\$67,000
27900 (Capital Fund)	4100991125 (Civic Center Drive Imp.)	5220400 (Construction)	\$67,000	

**REVIEWED BY:**

<input checked="" type="checkbox"/>	County Administrator	<input type="checkbox"/>	N/A
<input type="checkbox"/>	Department of Finance	<input checked="" 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,



Patrick Zuroske  
 Acting Capital Projects Division Manager

Attachment

FMBB Document No.: 100024260

- C Farhad Mansourian, SMART General Manager  
Gabiella Calicchio, Director of Cultural Services  
Pat O'Brien, Acting Director & General Manager, Marin County Parks  
Dean Allison, Public Works Director, City of San Rafael

