



Legislation Details (With Text)

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Title: EXTRA ITEM - (a) Consideration of an Extra Agenda item for the reasons listed; and (b) Consideration of Resolution Authorizing the Public Works Director to Sign the Notice of Completion for the Eastlake Elementary SRTS & CDBG Project, Bid No. 16-16
Sponsors: Public Works
Indexes:
Code sections:
Attachments: 1. Resolution_Notice of Completion, 2. Notice of Completion

Date	Ver.	Action By	Action	Result
11/6/2018	1	BOARD OF SUPERVISORS	Adopted	

MEMORANDUM

TO: Board of Supervisors
FROM: Scott De Leon, Public Works Director
DATE: November 6, 2018

SUBJECT: EXTRA ITEM - (a) Consideration of an Extra Agenda item for the reasons listed; and (b) Consideration of Resolution Authorizing the Public Works Director to Sign the Notice of Completion for the Eastlake Elementary SRTS & CDBG Project, Bid No. 16-16

EXECUTIVE SUMMARY:

(a) This item is being submitted as an “extra” agenda item. The justification for this request to consider an item not on the posted agenda is as follows:

- *The need to take action came to the attention of this department subsequent to the posting of the current agenda.*

Staff was made aware of specific funding deadlines late last week, after the agenda was posted for today’s meeting.

- *There is a need to take immediate action before the next available agenda.*

There is a deadline for the funding source to have all project paperwork completed, which

includes the Notice of Completion for the project. The Notice of Completion starts a time period for all subcontractors to have any claims resolved and payments made. With no BOS meeting next week due to the holiday, waiting until the 20th will jeopardize eligibility with the funding source.

(b) On September 12, 2017, the Board approved an Agreement with Granite Construction Company for the Eastlake Elementary SRTS & CDBG Project. The work under this Agreement was satisfactorily completed on September 28, 2018.

Staff has prepared a resolution authorizing the Public Works Director to sign the Notice of Completion.

FISCAL IMPACT (Narrative):

STAFFING IMPACT (if applicable):

RECOMMENDED ACTION:

(a) Staff requests that the Board of Supervisors concur that justification exists to consider this for an extra agenda item.

Please note, should your Board approve taking this matter up as an extra item on today's agenda, staff will be asking you to postpone consideration of the item itself until after your Board has considered the change orders for this project.

(b) Staff recommends that the Board of Supervisors approve the Resolution Authorizing the Public Works Director to Sign the Notice of Completion for the Eastlake Elementary SRTS & CDBG Project, Bid No. 16-16, and authorize the Chair to execute said Resolution.