TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER       DEPARTMENT: COMMUNITY SERVICES

DATE: SEPTEMBER 9, 2002                   CMR: 381:02

SUBJECT: APPROVAL OF A CONTRACT WITH NORTHWEST WOODLAND SERVICES, INC. IN AN AMOUNT NOT TO EXCEED $118,890 FOR ARASTRADERO PRESERVE TRAIL IMPROVEMENTS AND INSTALLATION OF FIXTURES

RECOMMENDATION
Staff recommends that Council:

1. Approve and authorize the Mayor to execute the attached contract with Northwest Woodland Services, Inc. in the amount of $99,075 for the repair and rerouting of trails, installation of trail fixtures and restoration of abandoned trail routes in the Arastradero Preserve.

2. Authorize the City Manager or his designee to negotiate and execute one or more change orders to the contract with Northwest Woodland Services, Inc. for related, additional but unforeseen work which may develop during the project, the total value of which shall not exceed $19,815.

DISCUSSION
Project Description
The work to be performed under the contract is for the implementation of the Arastradero Preserve Trail Master Plan, which was approved by Council on May 14, 2001 (CMR: 231:01). The scope of work includes filling ruts along the trail tread, re-sloping and re-grading trails to provide proper drainage and safe access, installing water bars and drain dips to move water off the trail surface, installing retaining walls and other structures necessary to prevent erosion, and re-routing sections of the Redtail Hawk Loop Trail and Meadowlark Trail that are inappropriately sited. After trail treads have been repaired and properly sloped, the contractor will restore renegade trails that have been abandoned. The resulting trail system will provide ten miles of multi-use trails for hikers, mountain bikers and equestrians. More than half of the trails in the Preserve will provide year-round
Bid Process
A notice inviting formal bids for the Arastradero Preserve Trail Improvement project was sent on July 9, 2002 to 21 trail building contractors. The bidding period was 21 days. A pre-bid meeting was not mandatory for this project. Bids were received from 3 qualified contractors on July 30, 2002, as listed on the attached bid summary (Attachment A). Bids ranged from a high of $179,742 to a low bid of $99,075. Contractors not responding indicated that they did not submit a bid because, 1) they were too busy to perform the work, or 2) the project was too far away. Staff has reviewed all bids submitted and recommends that the bid of $99,075 submitted by Northwest Woodland Services, Inc. be accepted and that Northwest Woodland Services, Inc. be declared the lowest responsible bidder. The bid is 30 percent below the estimate of $130,000 developed by the consultant who prepared the trail master plan. A contingency amount of $19,815, which equals 20 percent of the total contract, is requested. This unusually large contingency amount is suggested because of many possible variables in accomplishing the work needed to restore trails in the Preserve including weather, unexpected soil conditions, and plants or animals of concern discovered during pre-construction biological surveys which cause rerouting of trail paths. Contingency funds will also be necessary for restoration of abandoned trail segments, although it is difficult to determine the scope of work for these restoration projects at this time.

Staff checked references supplied by the contractor for previous work performed and found no complaints. The contractor is licensed with the Oregon Contractor's State License Board and is provisionally licensed to work in California. No special work permits are required for this project.

RESOURCE IMPACT
Funds are available in Capital Improvement Project 10001, Open Space Trails. All funds for this project up to a maximum of $225,000 will be reimbursed by the State of California Department of Parks and Recreation from an approved Non-Motorized Trail grant.

POLICY IMPLICATIONS
This recommendation does not represent any change to existing City policies. Improvement of approved trails and closure of renegade trails is consistent with Comprehensive Plan Policy N-1: Manage existing public open space areas and encourage the management of private open space areas in a manner that meets habitat protection goals, public safety concerns, and low impact recreation needs.
ENVIRONMENTAL REVIEW
All work proposed under this contract was recommended in the Arastradero Preserve Trail Master Plan. The Trail Master Plan, together with findings for a mitigated negative declaration, were reviewed and adopted by Council on May 14, 2001 in accordance with California Environmental Quality Act (CEQA) guidelines.

ATTACHMENTS
Attachment A: Bid Summary
Attachment B: Contract

PREPARED BY: __ _______________________________________
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