



# TOWN OF FAIRFAX

## STAFF REPORT

### October 20, 2021

**TO:** Mayor and Town Council

**FROM:** Jonathon Goldman, Interim Public Works Director

**SUBJECT:** Receive Quarterly Public Works Update

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#### **RECOMMENDATION**

Receive report.

#### **DISCUSSION**

With a report at Council's September 1, 2021 meeting, the Town's Interim Public Works Director provided an update on the status of budgeted capital projects. Similarly, a number of urgent (before it rains) projects were identified -- including repairs to the upper end of Bay Road recommended by the Town's consulting engineer, Miller-Pacific; repairs to underground storm drainage piping that have resulted in sinkholes or voids in two locations, and several others. This report is intended to provide an update on the status of those projects and other departmental activities.

**Reclaimed Water** – Water storage tanks and a pump have been acquired and are in use delivering reclaimed water for irrigation, street-sweeper dust control and other uses for which drinking water cannot be used due to the water shortage emergency. Town Staff are permitted to use recycled water for surface cleaning (as long as we comply with our Stormwater Permit and don't discharge anything but stormwater to the stormdrain system), and for turf, street tree and Redwood grove irrigation as needed without being restricted to Fridays as our existing sprinklered areas are. Signage on the equipment carrying and distributing recycled water indicates that the Town is not using potable (drinking) water for those purposes. The Town of San Anselmo has expressed interest in combining resources to reduce reclaimed water delivery costs. Those discussions are ongoing. Having the reclaimed water delivered allows Town Staff to focus on its day-to-day assignments instead of driving back and forth between Fairfax and Terra Linda, and does not require rental of a water truck. Staff will also consider development of rainwater harvesting infrastructure at the Corporation Yard to augment the supply of non-potable water for irrigation next spring.

Since beginning its program, the Town's Department of Public Works (DPW) has used more than 10,000 gallons of reclaimed water for irrigation and street-sweeping dust control. The redwoods near Town Hall, Peri Park and Bolinas Park, as well as the surviving street trees at the Parkade and the turf areas at Bolinas Park and Town Hall have been receiving water from the 500-gallon tank temporarily installed in a Town dump truck. Reclaimed water is being delivered by a contractor to the 5,000-gallon tank the Town acquired and installed in the Corp Yard. The DPW expects to replace trees lost due to lack of water at the Parkade.

**Flood Preparedness** – Some of the equipment acquired for the reclaimed water project will serve in the event of flooding to augment the resources available to the Town through Ross Valley Fire. Staff is coordinating to ensure that the appropriate hoses and fittings are on hand to allow the Town's 4-inch pump to be used in an emergency to dewater or otherwise assist in movement of floodwaters to prevent or reduce damage to public property and facilities. Similarly, the Hill stormwater pump station is being evaluated by an electrical contractor and Staff to ensure that it is in good working order prior to the rainy season. Staff intends to update the Town's website and push notifications out via the Newsletter about flood preparedness and Town and community resources. The towns of Ross and San Anselmo have good community information resources that Staff intends to use as guidance.

**Fire Station No. 21 Roof Repair and Recoating** – Work has been completed on the repair and re-coating of the roof on the Town's Fire Station. Funds for this project were provided for in the adopted budget for Building Improvements (Fund 05-905-821).

**Town Facilities Decarbonization** – During the course of Staff's planning for and construction of improvements to the Women's Club to facilitate the transition to in-person Town Council meetings, electrical work was done to both accommodate new audiovisual and telecommunications equipment, as well as to provide for replacement of the natural gas fueled cooking and water heating equipment there. Staff will procure and install replacement appliances using funds provided in the adopted budget. Similarly, Staff has contacted a local heating, ventilation and air conditioning contractor for a quotation on replacement of the natural gas fueled heater in the Women's Club with an electric heat-pump unit. To the extent that work can be completed within the funds provided in the adopted budget (Building Improvement Fund – Energy, and Park Improvements -- Women's Club Rehabilitation) and within the contracting authority of the Town Manager, that work will be completed as soon as practicable. The most frequently damaged window coverings in the Women's Club have also been replaced.

In consultation with the maintenance contractor managed by the Marin General Services Authority for streetlights, the opportunity to replace 183 high-pressure sodium light fixtures with new, light-emitting diode fixtures has been identified. Staff will work with the Town's Climate Action Committee (CAC) to vet the potential project and identify potential sources of grant funding to improve the project's economics. It is anticipated that Staff and the CAC will bring a recommendation forward as part of the Town's budget process for next fiscal year.

**Corporation Yard Stormwater Pollution Prevention and Broadband** – Staff has acquired fuel spill response materials, filters for the three Corp Yard storm drain inlets and is implementing a maintenance log and annual cleaning cycle for the wash-rack clarifier that discharges to the sanitary sewer at the Corp Yard. Design and construction of a pad and cover for the mixed compostable/recyclable/landfill roll-off bin at the Corporation Yard will be a budget request for mid-year or next fiscal year. The existing arrangement poses risks for stormwater pollution. Staff plans to coordinate this work with development of electrical infrastructure to provide for rapid, disaster- and grid-power-failure resilient power for Corp Yard, Pavilion and municipal electric vehicles in the future.

Materials, equipment and labor associated with providing WiFi access to workspaces in the Corporation Yard have been ordered so that Staff can communicate more efficiently using

cellphones. Additional equipment may be necessary to ensure operability for at least a short time should grid power be lost. Funds for this work were provided in the adopted budget for Public Works office cleanup/renovation.

**Street Paving** – in addition to the urgent repairs identified as necessary before the rainy season, and unless Staff can deliver them as projects procured as negotiated contracts, Staff plans to retain project delivery consulting help to prepare bid documents (including plans and specifications) to allow the Scenic Road and other projects included on the SB-1 list to be issued for either informal or formal bids in conformance with the Town’s adopted code for procurement of public works projects ([https://codelibrary.amlegal.com/codes/fairfax/latest/fairfax\\_ca/0-0-0-1222](https://codelibrary.amlegal.com/codes/fairfax/latest/fairfax_ca/0-0-0-1222)) and the Street Improvement Fund ([CHAPTER 3.24: SPECIAL GAS TAX STREET IMPROVEMENT FUND \(amlegal.com\)](#)).

To the extent practicable, Staff will continue to attempt to deliver several smaller paving projects before the rainy season. A paving repair on a segment of Oak Road has been completed, urgent work on Upper Bay is now re-scheduled for Tuesday and Wednesday the 19<sup>th</sup> and 20<sup>th</sup> of October, and work on Berry Trail (to repair damage caused by a Town slide response contractor) and several other very needy road segments is continuing with another contractor.

Once the construction season wanes, Staff will develop bid packages for formal bidding of projects within the adopted budget in early January in order to have Council award contracts and authorize issuance of notice to proceed in February, 2022. Generally, the priorities for these road segments are identified in the Town’s most recent Pavement Management Report document (<https://www.townoffairfax.org/pavement-management-report/>); however, the pavement condition criteria that are used by all of the Bay Area Metropolitan Transportation Commission (<https://mtc.ca.gov>) agencies do not (in the Interim Public Works Director’s opinion) give adequate consideration to bicycle or pedestrian uses of the pavements or the adjacent sidewalks and other paths of travel used for non-motorized travel.

Further, the existence of underground utilities (Marin Water, PG&E, Ross Valley Sanitary District and private sanitary sewer laterals), and temporary structures in the public right-of-way, make the process of designing a major street reconstruction or repaving project more complex. Bolinas Road, for example, between Broadway and the Town Limits, is identified as a road segment warranting major repaving in the Pavement Management Report. However; Marin Water plans to construct a significant pipeline replacement project (3,000 linear feet of 8-inch water main, and 200 linear feet of 4-inch water main) as evidenced by an Encroachment Permit application filed in 2019. Marin Water has since delayed that project, but Staff does not recommend a significant investment of the Town’s paving resources if Marin Water or other utilities are likely to cut into that new pavement within a short time after Town construction is completed. Staff has reached out to Marin Water to attempt to coordinate its work, and will also contact PG&E and the Ross Valley Sanitary District before developing plans for the Bolinas Road project. Staff will provide Council with recommendations as to road segment paving priorities once the time necessary to develop further familiarity with the most recent Pavement Management Report and coordination with other utilities.

**Retaining Wall and Storm Damage Projects** – The Town’s consulting Town Engineer, Miller-Pacific, has advised of the status of several projects for which plans and specifications are either

ready for bidding, or can be with minor additional effort. A retaining wall near 145 Canyon, funded in the adopted budget at \$81,360 (capital project 816) is 75% designed. Permits for the work through the Joint Aquatic Resource Application (JARPA) agencies were apparently started, but Staff has not yet received a status update from the consultant that Miller-Pacific understood was assisting the Town in doing so. Staff will prepare the JARPA if necessary.

A retaining wall near 378 Scenic, funded at \$200,000 in the adopted budget (capital project 813), is ready to bid. The office of the Town Attorney has provided a current template for general conditions and Staff is working with Miller-Pacific to finalize the bid package prior to seeking Council approval to invite bids.

Approximately \$16,000 was expended on design work in FY 19-20 due to storm damage near 78-82 Wreden, and approximately \$10,000 at 111 Frustuck. Staff has yet to determine whether FEMA reimbursement for those costs, and for the costs associated with construction, will allow bidding this year.

**Bridges** – Azalea Avenue, Meadow Way, Creek Road and Spruce, Marin, and Canyon Bridges have all been in the design and project delivery process for some time. Project delivery continues to utilize a mixture of funding sources for repair or replacement as indicated in the adopted budget.

The short-term, critical path necessary for Caltrans issuance of approval for bidding for several of the bridge projects is associated with acquiring final National Environmental Policy Act (NEPA) clearance, and Right-of-Way or real property acquisition in the form of temporary construction and permanent facility easements for facilities associated with certain of the projects. For example, one of the projects will require installation of horizontally-installed tie-backs that will extend underground into private property outside the public right-of-way.

Staff is making every reasonable effort to accomplish construction of any facilities possible under the project umbrella to either allow for easier future undergrounding of overhead utilities or accomplish some undergrounding as part of the work.

It is anticipated that, for the Meadow Way project, bid package(s) for procurement in compliance with Town Code and Caltrans requirements will be ready to advertise in early 2022, with bids to be opened after the New Year and some construction to begin in the dry season of 2022. More detailed descriptions of the projects are contained in the budget document available online at: <https://www.townoffairfax.org/town-budget/>. It is anticipated that more details regarding the schedules for all of the Bridge Projects will be presented to Council later this year.

**Azalea Avenue/Sir Francis Drake Intersection Pedestrian Safety/Safe Pathways to School Project** – the adopted budget also includes a project funded at \$250,000 for installation of path-of-pedestrian travel improvements and a rectangular, rapid-flash beacon crossing for this intersection adjacent to the Fairfax Market. Initial topographic surveying has been performed, but the limits of the public right-of-way were not included when that work was completed. Those limits are necessary to ensure that public improvements are not constructed on private property without the necessary easements and other permissions. The need to ensure that the path of pedestrian travel for persons with impaired mobility or sight (or both) from the public transit stops

on Sir Francis Drake near Broadway may pose challenges for this project. A California-certified access specialist (CAsp) is being retained to advise the Town with respect to this and the Peri Park Playground and Skate Park projects. Among other things, the Americans with Disabilities Act requires that when a Title II entity (a local government), constructs a new or alters an existing facility, "...each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such manner that the facility or part of the facility is readily accessible to and usable by individuals with disabilities, if the construction was commenced after January 26, 1992." (See Americans with Disabilities Act of 1990 (42 U.S.C. 12131-12134), as amended by the ADA Amendments Act of 2008 (ADA Amendments Act) (Pub. L. 110-325, 122 Stat. 3553 (2008) <sup>1</sup>). Staff will provide more detailed updates during the course of Council's meetings later this year.

**Park & Pedestrian Trail Improvements including Peri Park Playground** -- appropriations in the current adopted budget total \$114,272 from Measure A Park & Measure F funding to continue park improvement projects including reimbursement of costs for Peri Park Playground equipment; pedestrian trail repairs; Peri Park Exercise equipment; Peri Park Swing replacement; and Bicycle Pump Track construction.

Staff has acquired a quotation for the Peri Park Swing Replacement equipment. Additional expenses are likely for fence relocation, additional fall-surface provisions and accessibility improvements. Staff has received an inspection of the Peri Park Playground and Skate Park from a certified playground safety inspector through the Town's insurance pool and several items were noted for revision. In addition, Staff has a heightened maintenance obligation under guidelines for public playgrounds published by the US Consumer Product Safety Commission<sup>2</sup>. Development of inspection logs and maintenance protocols for those facilities will be forthcoming. Inspection by a CAsp is pending as discussed above. A report is forthcoming from both. Staff is proceeding with procurement of the swing set and will continue to keep Council apprised of progress on these improvements. A more detailed update will be provided during the course of Council's meetings later this year and potentially into the budget cycle next year.

**Pavilion Project** -- A summary of the history of the project is provided on the Town's website here: <https://www.townoffairfax.org/pavilion-retrofit-project/>. On the basis of two coordination meetings held with the project's consulting team and the Interim Public Works Director, Staff intends to provide a more detailed presentation on the status of the project to Council and the Community in a meeting later this year. A meeting with representatives of the Federated Indians of Graton Rancheria (FIGR) will be held on October 29, 2021 in the interest of facilitating an agreement by the Town as to the manner in which the work will be monitored by FIGR and how any cultural or other indigenous resources that may be encountered during construction will be most respectfully addressed.

Staff is pursuing a short-term project delivery plan intended to deliver the foundation, structural improvements and certain accessibility improvements with invitations to bidders as early as December, 2021 in conformance with FEMA funding agreements. Staff intends to deliver all of the FEMA-funded (including Town match) portions of the work should Council award a contract

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<sup>1</sup> <https://www.govinfo.gov/content/pkg/CFR-2019-title28-vol1/xml/CFR-2019-title28-vol1-part35.xml#seqnum35.151>

<sup>2</sup> <https://www.cpsc.gov/s3fs-public/325.pdf>

on the basis of those December, 2021 bids. Subsequent phases of work, including work authorized with appropriations of Town funds in the adopted budget in excess of those necessary to match FEMA's funding, will be delivered under separate contracts once the fundamental structural and accessibility improvements have been completed and accepted.

Staff will bring California Environmental Quality Act (CEQA) and NEPA findings to Council at the appropriate time for each project and consistent with the sources of funds. The most recent CEQA Guidelines applicable at the time will be complied with. The current CEQA Guidelines are available here: <https://www.opr.ca.gov/ceqa/>.

**Urgent Storm Drain Projects** – The sinkhole associated with the failure of a 220-foot long, 36-inch diameter corrugated metal pipe storm drain segment under the northerly side of Broadway from opposite the Theater to opposite Siam Lotus required several design iterations with Staff, contractors and the Town's consulting engineer, Miller-Pacific. Because 32-inch diameter fusible, flexible high-density polyethylene (HDPE) pipe is virtually unavailable in this country without an order sufficient for a producer to set up manufacturing equipment, and because the rigid HDPE that could be placed by open cutting the trench rather than placing it *via* sliplining is currently \$77/linear foot when it was \$10/linear foot pre-pandemic, Staff has elected to install several access points to repair the failure at the sinkhole and to improve our ability to clear any blockages that might occur until the entire segment can be improved.

A problematic storm drain segment crossing under the road formerly known as Sir Francis Drake south of its intersection with Marin Road will be cleared and inspected to determine whether repairs are needed before the rainy season. A buried access point has been recovered and the outfall segment of the pipeline was found almost entirely full of sediment. Significant tree root intrusion upstream and rotted corrugated metal pipe bottom was also noted.

Several sinkholes associated with smaller corrugated metal pipe segments underlying Doc Edgar Park and vicinity have been inspected and will either be spot-repaired or sliplined if the appropriate diameter and wall-thickness of fusible HDPE can be acquired. Sliplining is feasible using smaller diameter pipe because HDPE is much smoother than even new corrugated metal. Staff recommends that the Town prepare a storm drainage asset management plan to inspect and replace failed corrugated metal pipe to prevent failures and sinkholes, and reduce the potential for a failure of a Town facility to result in damage to property.

**FISCAL IMPACT**

None.

**ATTACHMENTS**

None.