



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Public Works



**Date:** April 21, 2015  
**Board Meeting Date:** May 19, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** James C. Porter, Director of Public Works

**Subject:** 2015 Streamlined Advertisement/Award Process of Road Projects – County Wide

**RECOMMENDATION:**

Adopt a resolution authorizing the Director of Public Works to proceed with:

- A) Preparing plans and specifications for projects to be constructed during the 2015 construction season, which are maintenance type projects that:
1. do not have long lead times for design;
  2. are not considered controversial requiring specific property owner input; and
  3. do not require state or federal grant approvals, which have not previously been approved by the Board, or extensive permit approvals from regulatory agencies; and
- B) Advertising for bids on the maintenance type projects as defined above.

**BACKGROUND:**

Your Board has previously adopted resolutions authorizing the use of a “streamlined” process for maintenance-type projects to shorten the time required to award a contract in order to ensure compliance with specific funding or construction deadlines.

**DISCUSSION:**

**Streamlined Advertisement/Award Process**

The Public Contract Code provides that projects over \$175,000 must be formally advertised and then awarded by the governing body based on competitive bids. Typically, the formal bid process involves two separate actions by your Board for each project: a resolution adopting plans and specifications and calling for sealed bids; and a

resolution awarding a contract to the low bidder. Authorizing the Director of Public Works to advertise for bids for multiple projects at one time reduces overall project delivery schedules and reduces administrative staff time for these types of projects. In a subsequent Board action, we will present plans and specifications for your Board's adoption and recommend awarding each project to the lowest responsible bidder for each project.

**Project List for 2015 Construction Season**

A list of specific streets for treatment, grouped by area, is attached as Exhibit A to the resolution. The projects are maintenance type projects intended to maintain and prolong the life of the roadways. These maintenance type projects include slurry seals, cape seals, chip seals, and resurfacing projects.

The Department will notify utility owners of the proposed projects, and to coordinate any work they need to complete in the roadways, prior to commencement of our work.

County Counsel has reviewed and approved the resolution as to form.

Approval of this action will contribute to the Shared Vision 2025 outcome of a Livable Community by streamlining the process to complete projects that will provide the public with well-maintained and drivable roadways.

**FISCAL IMPACT:**

The projects will be financed by the Road Fund and the Half Cent Transportation Fund.

There is no impact to the General Fund.