



Meeting Date: March 25, 2026

TOWN OF MORAGA

STAFF REPORT

To: Honorable Mayor and Councilmembers

From: Nate Levine, Interim Public Works Director/Town Engineer Deirdre Castillo, Senior Engineer Jared Kerr, Engineering Technician/ Inspector

Subject: Accepting the Completion of Highway Safety Improvement Project – Town-Wide Safety Improvements

RECOMMENDATION

Adopt a Resolution:

1. Approving the Highway Safety Improvement Project Cycles 10 & 11 for Capital Improvement Projects 21-410, 23-415, 23-416, 24-407 as completed by E.E. Gilbert, Inc. (Martinez, CA); and
2. Authorizing the Town Manager to execute the Certificate of Completion; and
3. Authorizing the Town Engineer to file the Resolution of Acceptance and Certificate of Completion with the Contra Costa County Recorder.

BACKGROUND

On October 23, 2024, the Town Council awarded a construction contract to E.E. Gilbert, Inc. for the Highway Safety Improvement Project (HSIP) Cycles 10 & 11 for CIP projects 21-410, 23-415, 23-416, and 24-407 (Projects). The Projects constructed traffic safety improvements at approximately 30 intersections. The safety improvements included upgrading standard crosswalks to high-visibility crosswalks; installing advanced stop bars, yield lines, pedestrian crossing signs, flashing stop signs, and flashing beacons; and refreshing faded pavement legends.

DISCUSSION

E.E. Gilbert, Inc. began work on March 3, 2025. Town Construction Inspection staff provided construction oversight, and the contractor coordinated access and scheduling with nearby residents. Safety improvements were completed on September 5, 2025, and all punch list

items have been completed.

FISCAL IMPACT

The HSIP Projects were funded through Caltrans Local Highway Safety Improvement Program Grant Cycles 10 & 11 and Measure J funds. The approved contract amount was \$1,075,213.46, with a construction contingency of \$161,282. The final construction cost was \$1,188,031.18, which is \$48,464 below the authorized amount.

CEQA COMPLIANCE

The construction work was previously found to be exempt from review under the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. 15301 (Class 1-Existing Facilities).

ALTERNATIVES

1. Adopt the attached Resolution with modifications; or
2. Do not adopt the attached Resolution and provide direction to staff. Not adopting the Resolution delays project completion and final reimbursement from Caltrans, and extends the time limit for a subcontractor to file a claim.

NEXT STEPS

Upon adoption of the resolution, the Town Engineer will provide Public Notice per California Public Contract Code and file the Resolution of Acceptance and Certificate of Completion with the County Recorder's Office. Following completion of the 35-day public notice period, and provided no claims are received, the Town may release the construction retention.

ATTACHMENTS

[Attachment A - Draft Resolution](#)

[Attachment B - DRAFT Certificate of Completion](#)

[Attachment C - HSIP VicMap with Table](#)