

April 26, 2018

Re: Reconstruction of Seventh (7th) Avenue from Middlefield Road to Edison Way - North Fair Oaks Area [County Project No. RW703, County Project File No. E4957]

Reconstrucción de la Séptima (7a) Avenida de Middlefield Road a Edison Way – Área de North Fair Oaks – (para más información en Español, favor de llamar a Armando Carlos al (650) 599-1464)

Dear Property Owner/Residents:

The Board of Supervisors has awarded a contract to:

**Interstate Grading & Paving, Inc.
128 South Maple Avenue
South San Francisco, CA 94080
(650) 952-7333**

to reconstruct the above-referenced street. Construction is scheduled to begin in May/June 2018, with the work taking approximately four (4) months to complete. The Project consists of constructing a 40-foot-wide road, including curbs and gutters, on 7th Avenue from Middlefield Road to Park Road; and an 18-foot-wide road with 3-foot valley gutters on both sides from Park Road to Edison Way.

Road improvements will be paid for by the County using Gas Tax funds, except for the construction or reconstruction of encroachments in the public right-of-way, such as landscaping, walkways or fences, and specific driveway work as described in this letter.

The following provides descriptions for some work that will be the responsibility of the property owner, of which some or all of the items may apply to your property. Note that any work you do within the County's road right-of-way, including the work described below, requires an encroachment permit.



To: Property Owner/Residents
Re: **Reconstruction of Seventh (7th) Avenue from Middlefield Road to Edison Way - North Fair Oaks Area [County Project No. RW703, County Project File No. E4957]**

April 26, 2018

Page 2

Encroachments in the Road Right-of-Way - General

Construction of the new road improvements will require removal of some existing landscaping material that you may want to save such as decorative rock or other materials within the road right-of-way to construct the new improvements. You may want to remove landscaping material that has the potential of being impacted, and restore it once construction is completed.

Our Contractor will remove and dispose of landscaping material to accomplish the work if you choose not to remove it before construction begins. However, the Contractor is not required to restore the landscaping.

For Properties with Driveways Between Middlefield Road and Park Road - Only

The cost of restoring driveways on Seventh Avenue between Middlefield Road and Park Road is the responsibility of the property owner. Property owners in the areas bounded by Second Avenue, Sixth Avenue, Middlefield Road, and Edison Way, as well as, Seventh Avenue between Middlefield Road and Park Road, voted for a wider road standard that includes on street parking areas. Per Board Resolution Number 65329 adopted on June 18, 2002, property owners are responsible for any driveway construction/reconstruction behind the back of the concrete curb as a "tradeoff" for the County's cost of providing the wider minimum road standard.

Our Contractor will grade and compact the existing materials behind the back of curb at driveways to allow proper drainage and access to driveways. However, the County will not be reconstructing existing driveways (driveway ramps behind the concrete curb between Middlefield Road to Park Road) for the reasons described previously. You may want to hire your own contractor or inquire with our Contractor about performing this work for you. However, we cannot guarantee the prices our Contractor will offer you or that they will perform the work. Any arrangements for work of this nature will be between the property owner and a contractor. You may wish to get a quote from multiple contractors to compare the costs.

The County has specific requirements for the construction of driveways. Information for obtaining details for driveway work is provided in the Project web links below.

For Property Owners with Driveways Between Park Road to Edison Way - Only

The Project will conform/grade the shoulder areas adjacent to the outside edge of the valley gutters towards the properties generally for three feet (3') with materials similar to

To: Property Owner/Residents
Re: **Reconstruction of Seventh (7th) Avenue from Middlefield Road to Edison Way - North Fair Oaks Area [County Project No. RW703, County Project File No. E4957]**

April 26, 2018

Page 3

those that exist. Some driveways will require partial reconstruction at a slope of no greater than twenty percent (20%) – two feet (2') vertical for ten feet (10') horizontal distance – for a minimum distance of three feet (3'). Driveway areas will typically be reconstructed using the same type of material that is removed, such as gravel or asphalt.

Sidewalks, Walkways, Paths, Etc.

The Project does not include the installation or reconstruction of sidewalks, walkways or paths. Any work of this nature that you plan to have performed within the road right-of-way requires an encroachment permit and must comply with the details provided in the Project web links below.

Mailboxes

It may be necessary to relocate mailboxes in the public right-of-way to facilitate construction of the road improvements. Our Contractor will notify the affected property owners, remove the mailbox (and post), place the mailbox (and post) in a 5-gallon container filled with concrete, and place it in a temporary location for the duration of their work.

The installation of the mailbox to a permanent location is the responsibility of the property owner as the mailbox is an encroachment in the public right-of-way. The United States Postal Service has specific requirements for the placement of mailboxes and we encourage you to confirm these requirements with them prior to re-installing your mailbox in a permanent location.

Landscape Irrigation Systems

Some existing landscape irrigation systems that are within the road right-of-way will require removal, in order to conform the outside edge of the new curbs and gutters and valley gutters to the existing ground. We recommend that you relocate irrigation components that have the potential of being impacted, and restore the system once construction is complete. Our Contractor will remove irrigation components as necessary to accomplish their work. Please note our Contractor is not required to restore your irrigation systems.

Sewer Laterals

Section 1480 of the State of California Streets and Highways Code defines an encroachment in a county highway as any structure or object of any kind placed in, under or over any county highway. We do not have specific information regarding the depth of

To: Property Owner/Residents
Re: **Reconstruction of Seventh (7th) Avenue from Middlefield Road to Edison Way - North Fair Oaks Area [County Project No. RW703, County Project File No. E4957]**

April 26, 2018

Page 4

each sanitary sewer lateral – the sanitary sewer line that connects the buildings on private property to the sewer main in the street. Construction of the new curbs and gutters and valley gutters will require excavation of approximately one foot (1') in depth, and existing sanitary sewer laterals serving properties adjacent to the street may be encountered and require relocating during construction.

The Fair Oaks Sewer Maintenance District (District), which provides sewer service to your property, does not assume responsibility for the installation, maintenance or repair of sanitary sewer laterals, as laterals are the responsibility of property owners. Therefore, should construction conflicts occur and any damage as a result of such conflicts necessitate work to be performed on your sewer lateral during construction, you will be responsible for adjusting your lateral to avoid such construction conflicts or for the repair of damage to your lateral. The County's Contractor will perform any necessary sanitary sewer lateral work during construction and the property owner will be billed upon completion of the Project. Charges will be based on the actual cost of the work and tracked on a per property basis; and property owners where work occurred will be invoiced individually. Invoices not paid will then be subject to collection as provided by Section 1496 of the State of California Streets and Highways Code. This process will only be initiated if an actual conflict or damage occurs. If you believe the sanitary sewer lateral serving your property is shallow (less than 2' deep within the proposed curb and gutter or valley gutter area) and may conflict with our work, you may want to lower the sanitary sewer lateral yourself and have the work completed prior to our Contractor commencing work. Please be advised that a Sewer Inspection Permit (SIP) is required for any sewer lateral work and must be obtained by contacting the District at (650) 363-4100 for the fee amount and additional information.

Encroachment Permits for Work in the Road Right-of-Way

This notice is being given at this time to expedite the Project as we have found that significant delays in the work can occur if work is halted while property owners are notified, alternatives are discussed and decisions as to financing their work are being made.

Please note that you must obtain an encroachment permit from the County Permit Section before doing work in the road right-of-way, such as replacing your sanitary sewer lateral or landscape irrigation system. There is a fee associated with encroachment permit applications. Fees related to sewer lateral work cannot be waived since sewer lateral work requires special inspection. However, the fee for other work may be waived

To: Property Owner/Residents
Re: **Reconstruction of Seventh (7th) Avenue from Middlefield Road to Edison Way - North Fair Oaks Area [County Project No. RW703, County Project File No. E4957]**

April 26, 2018

Page 5

by the Director of Public Works for work required of you due to this Project, such as any landscaping removed as a result of the construction work. This waiver will be in effect only until the end of this Project. Fees related to sewer lateral work cannot be waived since sewer lateral work requires special inspection.

Please submit a copy of this letter with your encroachment permit application in order to provide our Permit Section with the pertinent Project information. A copy of the Encroachment Permit as well as the special provisions and fee schedule can be downloaded from our website, as follows:

- Web Link: <http://publicworks.smcgov.org/>
- Click on "Permits" near the top of the page
- Next, click on the appropriate permit type for your type of work
- Or use the QR Code on the right to access the "Permits" webpage



An Encroachment Permit will be required for each property where work is encroaching into the road right-of-way. Details for driveway and sidewalk requirements can also be found by using the above web link and navigation.

Project Updates During Construction

As you know a significant amount of utility work has been performed over the last year to ready your street for the road reconstruction Project. This was necessary to avoid conflicts with utilities during the road Project and to replace utility lines in need of replacement before the road is reconstructed. Every effort has been and will continue to be made to minimize any inconvenience to you due to these construction efforts. However, there will be future disturbances during the remaining utility work and the road reconstruction Project and we thank you for your continued patience and cooperation.

We will be posting periodic updates and information during the road construction Project, which will be posted on our website, as follows:

- Web Link: <http://publicworks.smcgov.org/>
- Click on "Projects" near the top of the page.
- Next, click on "Our Projects"
- Next, click on "Reconstruction of Seventh Avenue in the North Fair Oaks Area"
- Or use the QR Code on the right to access the "Reconstruction of Seventh Avenue in the North Fair Oaks Area" webpage



To: Property Owner/Residents
Re: **Reconstruction of Seventh (7th) Avenue from Middlefield Road to Edison Way - North Fair Oaks Area [County Project No. RW703, County Project File No. E4957]**

April 26, 2018

Page 6


The Project website allows you to subscribe to receive updates by clicking on "Subscribe for Email Updates!". If you choose to subscribe, as updates are posted to the Project website you will be sent an e-mail notifying you that an update has been made.

If you have any questions or concerns regarding this project, please contact John Schabowski, Wency Ng or Zack Azzari, of my staff, at (650) 363-4100. They can also be reached via e-mail at:

jschabowski@smcgov.org
wng@smcgov.org
zazzari@smcgov.org

Very truly yours,



 James C. Porter, P.E.
Director of Public Works

AMS:GT:WN:JS

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cc: Ann M. Stillman, P.E., Deputy Director, Engineering & Resource Protection
Gilles Tourel, P.E., Principal Civil Engineer, Engineering and Construction
Wency Ng, P.E., Senior Civil Engineer, Project Development and Design
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