

**City of Culver City, California
Agenda Item Report**

Meeting Date: <u>11/08/10</u>		Item Number: <u>C-4</u>																	
CITY COUNCIL AGENDA ITEM: Award of a Contract to Ortco, Inc., as the Lowest Responsive and Responsible Bidder, for the Construction of the Veterans' Memorial Park Playground for Children Ages 2 - 5, P-924.																			
Contact Person/Dept.: Patrick Reynolds, Phone Number: 310-253-6470 Parks Manager																			
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒																	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐																	
Commission Action Required: Yes ☐ No ☒		Date: _____																	
Public Notification: (E-Mail) Meetings and Agendas – City Council (11/03/10); (E-Mail) Parks, Recreation and Community Services Commission (11/03/10); (Telephone) All bidders (11/03/10).																			
Department Approval: Pam Robinson (11/01/10) (by P. Mooney)		City Attorney Approval: Carol Schwab (by H. Baker) (11/03/10)																	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (11/03/10)		City Manager Approval: John M. Nachbar (11/03/10)																	
<u>RECOMMENDATION:</u> Staff recommends the City Council award a contract to Ortco, Inc. as the lowest responsive and responsible bidder for construction of the Veterans' Memorial Park Playground for Children Ages 2 - 5, P-924. <u>BACKGROUND:</u> The Veterans' Memorial Park Playground Project, P-924, has three major components: (1) Installation of new playground equipment for children ages 5 – 12 and engineered wood fiber safety surfacing (an ADA compliant surfacing material); (2) installation of an ADA accessible path of travel from the disabled parking spaces on Barman though the Park to the playground area; and, (3) installation of new playground equipment for children ages 2 – 5 and engineered wood fiber safety surfacing. The funding sources and status of the components of the project are as follows: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 10%;">No.</th> <th style="width: 35%;">Description</th> <th style="width: 30%;">Funding Source(s)</th> <th style="width: 25%;">Project Stage</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Playground for Ages 5 – 12</td> <td>KaBOOM! & Prop A</td> <td>Completed Dec. 2009</td> </tr> <tr> <td style="text-align: center;">2</td> <td>ADA Accessible Path of Travel</td> <td>CDBG</td> <td>Administrative Closeout; Construction Completed</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Playground for Ages 2 – 5</td> <td>Prop A & Prop 40</td> <td>Construction</td> </tr> </tbody> </table> The City Council authorized staff to go out to bid for this component of the project at the September 13, 2010 meeting.				No.	Description	Funding Source(s)	Project Stage	1	Playground for Ages 5 – 12	KaBOOM! & Prop A	Completed Dec. 2009	2	ADA Accessible Path of Travel	CDBG	Administrative Closeout; Construction Completed	3	Playground for Ages 2 – 5	Prop A & Prop 40	Construction
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DISCUSSION:

On October 28, 2010, the City Clerk's Office staff publicly opened the bids. Six contractors responded with the following bid amounts:

	CONTRACTOR	BID AMOUNTS
1	Ortco, Inc.	\$29,750
2	Oak Tree	\$39,000
3	Malibu	\$40,500
4	LSC	\$47,600
5	G Coast	\$53,500
6	Aghapy	\$53,840

Staff reviewed the six sets of contractor bid documents and determined Ortco, Inc. submitted the lowest total base bid. Ortco, Inc.'s bid proposal was found to be both responsive and complete. Its bid bond, contractor's license, worker's compensation insurance, and references were reviewed and determined to meet City requirements. Therefore, staff recommends that the City Council award a contract to Ortco, Inc. as the lowest responsive and responsible bidder for construction of the Veterans' Memorial Park Playground for Children Ages 2 - 5, P-924. Construction management and inspection of the project will be conducted by City staff.

FISCAL ANALYSIS:

The Veterans' Memorial Park Playground Project, P-924, is fully funded by grants and requires no direct funding from the General Fund. There are sufficient unencumbered funds in Account Number 42300924 (Capital Grants / Veterans' Park Playground Improvements) for Ortco, Inc.'s base bid of \$29,750 and a 10% change order amount totaling \$2,975, if necessary.

MOTIONS:

That the City Council:

- 1) Award a contract to Ortco, Inc., as the lowest responsive and responsible bidder, for construction of the Veterans' Memorial Park Playground for Children Ages 2 - 5, P-924, in the amount of \$29,750, based on its base bid; and,
- 2) Authorize the Parks Division Manager to approve change orders in the amount not-to-exceed \$2,975, if necessary; and,
- 3) Authorize the City Attorney to review/prepare the necessary documents; and,
- 4) Authorize the City Manager to execute such documents on behalf of the City.