

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

Meeting Date: 04/21/2014		Item Number: <u>C-8</u>	
CITY COUNCIL AGENDA ITEM: Award of a Construction Contract to Malibu Pacific Tennis Courts, Inc., as the Lowest Responsive and Responsible Bidder in an Amount Not-to-Exceed \$50,000 (\$39,800 Base Bid Plus \$10,200 in Change Order Authority) for the Citywide Bicycle Parking Project, PF-001.			
Contact Person/Dept.: Christopher Evans/PW		Phone Number: (310) 253-5621	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-mail) Agenda and Meetings – City Council (04/15/14); (E-mail) Culver City Bicycle Coalition (04/17/14); Bicycle and Pedestrian Listserv (04/17/14); Malibu Pacific Tennis Courts (04/17/14).			
Department Approval: Charles D. Herbertson (04/09/14)		City Attorney Approval: Carol Schwab (by H. Baker) (04/15/14)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (04/15/14)		City Manager Approval: John M. Nachbar (04/16/14)	

RECOMMENDATION:

Staff recommends the City Council award a construction contract to Malibu Pacific Tennis Courts Inc. (Malibu Pacific), as the lowest responsive and responsible bidder, to complete the necessary work for the Citywide Bicycle Parking Project, PF-001 funded by the California Department of Transportation's Bicycle Transportation Account (BTA) grant program.

BACKGROUND:

On October 28, 2013, the City Council approved an Implementation Plan for the Citywide Bicycle Parking Project and authorized the release of a Request for Proposals for the purchase and installation of bicycle racks.

The project scope of work consists of purchasing and installing approximately 200 U-shaped bicycle racks at suitable locations Citywide and two bicycle repair stations through the BTA grant program¹. The bike racks will be installed through a two-phase process. Phase 1 will entail installation of bike racks at predetermined locations based on work performed as part of the Bicycle and Pedestrian Master Plan (BPMP), public requests received to date, and transit needs (see Attachment No.1 for a list of the Phase 1 locations). Phase 2 will

¹ A bicycle repair station includes all the tools necessary to perform basic repairs and maintenance, from changing a flat to adjusting brakes and derailleurs. The tools and air pump are securely attached to the stand with stainless steel cables and tamper-proof fasteners. Hanging the bike from the hanger arms allows the pedals and wheels to spin freely while making adjustments.

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entail a 'request process' whereby Culver City residents and businesses can apply for bike rack installation in an area where there is a perceived need.

The 'request process' will be advertised through the City website and notices will be sent to concerned parties such as the Culver City Bicycle Coalition, Chamber of Commerce, Downtown Business Association, and others. The 'request process' will be maintained while grant funding is available and/or until the remaining approximately 100 available racks have been requested and installed.

The grant provides funds for the installation of two bicycle repair stations with associated signage. Selected locations include in Downtown near the Culver Hotel and at various points adjacent to the Ballona Creek and National Boulevard/Exposition Light Rail bike paths. Additional bicycle repair stations may be installed prior to Project completion if funds are available.

DISCUSSION:

On March 20, 2014, the City Clerk's Office staff publicly opened the bids. Eight contractors responded with the following bid amounts:

BID Results

	Bidders	BID Amount
1	Malibu Pacific Tennis Courts, Inc.	\$39,800.00
2	Team West Contracting Corp.	\$49,924.00
3	Aramexx Group Inc	\$59,750.00
4	ND Electrical Construction	\$66,458.00
5	PCI	\$66,970.00
6	CPO Enterprises	\$73,700.00
7	Beador Construction	\$92,700.00
8	STL Landscapes	\$97,000.00

Staff reviewed the bid proposal of the apparent low bidder, Malibu Pacific, and found the bid documents responsive and complete. Its bid bond, contractor's license, and worker's compensation insurance were reviewed and determined to meet City requirements. Malibu Pacific recently completed a similar bike rack installation project for the City of Santa Monica with favorable comments.

Staff recommends that the City Council authorize the Public Works Director/City Engineer to approve change orders in an amount not-to-exceed \$10,200 (20%), if necessary, for unforeseen conditions or project enhancements such as signage.

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Should the City Council award the contract, the installation of Phase 1 of the Project will begin in June 2014. The contractor will return within six months to install the bike racks approved through the Phase 2 request process, which is anticipated to be completed by December 2014. Any bike racks remaining will be stored until requested and then installed by City staff.

Engineering Division staff will perform construction management and inspection.

FISCAL ANALYSIS:

The total cost of the project is projected to be \$50,000. The awarded grant amount is \$45,000 (42380000.PF001), which will be matched by \$5,000 in City Gas Tax funds (41880000.PF001). The City Council approved budget amendments to appropriate these funds on November 12, 2012. There will also be staff time associated with administering the grant, as well as ongoing maintenance costs not refundable through the grant.

ATTACHMENT:

1. Bike rack locations

MOTIONS:

That the City Council

- 1) Award a construction contract to Malibu Pacific Tennis Courts Inc. as the lowest responsive and responsible bidder, for the Citywide Bike Rack Parking Project, PF-001 in the amount of \$50,000 (\$39,800 Base Bid Plus \$10,200 in Change Order Authority); and,
- 2) Authorize the Public Works Director/City Engineer to approve change orders in an amount not-to-exceed \$10,200, 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.