

MEETING DATE January 30, 2006

AGENDA ITEM Rescind the Budget Amendment Adopted at the December 5, 2005 Meeting (Item Number A-1, Motion 1), Authorize staff to submit an application for a Proposition 40 per Capita Funds in the amount of \$50,000 for the Teen Center Roofing Improvements, Upon Grant Execution, Approve a Budget Amendment to Appropriate \$50,000 From Proposition 40 Per Capita Funds to the Grants Account #42300819 730100 for Teen Center Remodel Project (P-819) Roofing Improvements, and Reallocate \$50,000 of Park Facilities Fund (#41900819) from Roofing Improvements to Floor Improvements

ATTACHMENTS

Pages

1	Agenda Item dated December 5, 2005 entitled "Approval of a Budget Amendment to Appropriate \$50,000 From Proposition 40 Per Capital Funds to the Grants Account #42300819 730100 for the Teen Center Remodel Project "	1-11
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Attachment 1

Meeting Date 12/05/05		Item Number A-1	
AGENDA ITEM Approval of a Budget Amendment to Appropriate \$50,000 From Proposition 40 Per Capita Funds to the Grants Account #42300819 730100 for the Teen Center Remodel Project			
Contact Person/Dept Marty Nicholson		Phone Number (310) 253-6662	
Fiscal Impact Yes ☒ No ☐		General Fund Yes ☐ No ☒	
Public Hearing ☐		Action Item ☒ Attachments ☒	
Public Notification Master Notification List (11/30/05) Parks and Recreation Commission (12/01/05)			
Department Approval William La Pointe (11/30/05)		CAO Approval Martin Cole for Jerry Fulwood 11/30/05	
City Controller Approval Marlee Chang 11/30/05			
<u>RECOMMENDATION</u> That the City Council approve a budget amendment to appropriate \$50 000 from Proposition 40 Per Capita Funds to the Grants Account #42300819 730100 for the Teen Center Remodel Project A 4/5ths vote is required to approve the budget amendment <u>BACKGROUND</u> Fiscal Year 05-06 Capital Improvement Budget includes the Teen Center Remodel Project, P-819 (Project) The City was awarded a grant in the amount of \$262 500 for the Teen Center Remodel Project from the Murray-Hayden Urban Parks and Youth Service Grant The City was required to provide matching funds in the amount of \$112 500 authorized from the General Fund by City Council for total grant project of \$375,000 Subsequently staff determined the roof of the Teen Center was failing and could ultimately leak into the Teen Center rooms The project scope was revised to include roof improvements and was added to Fiscal Year 05-06 Capital Improvement Budget and approved by City Council With the \$60 000 for roof improvements the total approved project costs is \$435,000 Other actions taken by City Council regarding the Teen Center Remodel Project are as follows			

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- 1 May 31 2005 City Council authorized a professional services agreement with Wolcott Architecture to provide architectural and construction management services for the Project
- 2 June 13, 2005 City Council approved the conceptual design plans and materials for the Project
- 3 July 25 2005 City Council approved the Final Plans and Specifications and Authorized for Bids for the Teen Center Remodel Project
- 4 August 22 2005 City Council authorized entering into a professional services agreement with Castlerock Environmental Inc to complete necessary environmental abatement work for the Teen Center Remodel Project
- 5 October 10, 2005 City Council awarded a construction contract to PCN3, Inc for the Teen Center Remodel Project Attachment 1 provides a copy of staff s report which summarizes all actions taken to date

DISCUSSION

The Teen Center Remodel Project (Project) has been under construction since October 17, 2005 and it is anticipated the Project will be completed by Spring 2006. As the Project moved along it was discovered that there were two areas regarding the Project that were not anticipated during the initial bidding processing. Those two areas include 1) Moisture and cracks in the Teen Center floor and 2) Relocation of the janitor room. In addition staff is recommending adding additional funds for structural and engineering services in order to complete the project on time. The Teen Center is a rental facility and the City generates revenue through its use so a timely opening is important for that purpose.

Teen Center Floor

Once demolition began in the Teen Center it was uncovered that the floor has moisture issues and cracks that had not been anticipated during the construction bid process. After review of the different solutions to address moisture/cracks, long-term floor care costs and input from Public Works maintenance staff it was determined the best solution was to change the originally proposed floor materials from vinyl to polished concrete. Through research it was determined that polished concrete allows for greater wear and tear, less annual maintenance costs and sufficiently addresses ongoing moisture and crack issues. The additional cost to change from vinyl flooring to polished concrete is approximately \$3.00 per square yard above the original cost for vinyl or about \$20,000 in additional flooring costs.

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Janitor Room

The Project had originally called for a new door to the existing janitor room at the Teen Center in order to eliminate staff going through the women's room in order to access the janitor's room. Once construction began it was determined that cutting a door to access the janitor room would jeopardize the structural integrity of the Teen Center wall and thus be cost prohibitive. The alternative solution to provide access to the janitor's room was to relocate the janitor's room to an existing room off the kitchen area. The proposed site backs up to the restrooms and affords access to water and drainage. The cost of relocation has been estimated at approximately \$5,000.

Professional Services and Contingency Funds

In addition to the above request of \$25,000 for the Teen Center Floor and the Janitor Room, Staff is also requesting funds be allocated to provide for structural and mechanical engineering services related to the restroom design and to provide additional contingency funds for the project. Staff is requesting that an additional \$25,000 (or a total of \$50,000) be allocated to the project for these purposes and authorize the Subcommittee to approve expenditures up to the requested additional \$25,000 in order to expedite the project.

Staff has met with the City Council Subcommittee (Councilmembers Corlin and Gross) and they both agree with the proposed changes to the Project. Staff is recommending use of the City's Proposition 40 Per Capita Funds for the project. Any funds not spent on the project will be returned to the City's Proposition 40 Per Capita Fund account.

FISCAL ANALYSIS

Approval of a budget amendment to allocate \$50,000 of the Proposition 40 Per Capita Funds will reduce the amount of funds available for other projects in the Proposition 40 Per Capita Funds. Staff is requesting approval of the allocation so the project can include the proposed upgrades and not delay the project. Attachment 2 provides confirmation of Proposition 40 Per Capita Funds available.

If Council approves the allocation of \$50,000 the project costs and funding would be as follows:

Funding Description	Amount of Funding
Murray-Hayden Urban Parks Grant	\$262,500
General Fund Grant Matching Funds	\$112,500
General Fund Capital Improvement Funds	\$60,000

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<i>Proposed Prop 40 Per Capita Funds</i>	<i>\$50,000*</i>
TOTAL PROJECT COSTS	\$485,000

*Funds under consideration for approval by City Council Total City General Funds currently authorized for the project is \$172,500

Allocating \$50 000 from the Proposition 40 Per Capita Funds will not affect any existing park project Any funds from the Proposition 40 allocated \$50 000 not spent on the Teen Center Remodel Project would be returned to the Proposition 40 Per Capita grant account for the City to allocate to other park projects Staff will be bringing back a recommendation for allocating the remaining \$53,964 of Proposition 40 Per Capita Funds for other park improvements in the future

ATTACHMENTS

- 1 Agenda Item dated October 10 2005 entitled Consideration to Award a Construction Contract to PCN3, Inc for the Project Teen Center Remodel Project
- 2 Confirmation of Remaining 2002 Resources Bond Act Per Capita Grant Program (Proposition 40)

MOTION

That the City Council

- 1 Authorize a total allocation of \$50,000 (\$25,000 for Teen Center Floor Finishing/Janitor Room Relocation and \$25,000 for professional services/construction contingencies) from Proposition 40 Per Capita Funds to Grants Expenditure Account #42300819 720100 and Grants Revenue Account #42300850 340860 for the Teen Center Remodel Project, P-819, and
- 2 Authorize the City Council Subcommittee to approve project changes up to the additional \$25,000 from the professional services/contingency funds requested

A 4/5ths vote is required to approve the budget amendment

MEETING DATE 12/05/05

AGENDA ITEM Approval of a Budget Amendment to Appropriate \$25,000 From
Proposition 40 Per Capita Funds to the Grants Account
#42300819 730100 for the Teen Center Remodel Project

ATTACHMENTS

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2 Confirmation of Remaining 2002 Resources Bond Act Per Capita Grant Program (Proposition 40)	6

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ATTACHMENT 1

Meeting Date 10/10/05		Item Number <u>A-8</u>	
AGENDA ITEM Consideration to Award a Construction Contract to PCN3, Inc for the Project Teen Center Remodel Project			
Contact Person/Dept John Rivera, PW/Admin		Phone Number 310-253-6423	
Fiscal Impact Yes ☒ No ☐		General Fund Yes ☒ No ☐	
Public Hearing ☐		Action Item ☒ Attachments ☐	
Public Notification Master Notification List emailed on October 5th, PCN3, Inc , WE Construction, Inc , Horizons CCI Services, Inc , Icon West, Inc and Wolcott Architecture via phone call on October 5th			
Department Approval Charles D Herbertson 9/29/05		CAO Approval Scott Bixby for Jerry Fulwood 10/4/05	
City Controller Approval Mary Noller for Marlee Chang 10/4/05			

RECOMMENDATION

Staff recommends that the City Council award a construction contract to PCN3, Inc , as the lowest responsive and responsible bidder to complete the necessary work for the Teen Center Remodel Project, P-819

BACKGROUND

This year's Capital Improvement Budget includes the Teen Center Remodel Project, P-819 (Project)

On January 13, 2003 the State authorized use of the Murray-Hayden Urban Parks and Youth Service Grant in the amount of \$262,500 for the Teen Center remodel Project The grant required the City to provide matching funds of an additional \$112,500, which were authorized from the General Fund The total Project allocation was \$375,000

The City Council has taken the following actions related to implementing the Project

- 1 May 31, 2005 - Authorized entering into a professional services agreement with Wolcott Architecture - Interiors to provide architectural and construction management services for the Project

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- 2 June 13, 2005 - Approved the Conceptual Design plans and materials, and, approved a "Short-List" of General Contractors to be invited to submit a bid proposal to construct the Project
- 3 July 25, 2005 - Approved the Final Plans and Specifications and Authorized Advertising for Bids for the Teen Center Remodel Project
- 4 August 22, 2005 - Authorized entering into a professional services contract with Castlerock Environmental, Inc , to complete the necessary work for asbestos abatement for the Project

As stated above, the Council approved the plans and specifications and authorized releasing the project for bid on July 25, 2005. The bid was released on Tuesday July 26th, for a 15-day bid period to end on August 11th. The bid package was sent to the 6 firms that had been previously contacted and expressed interest in the project and been pre-qualified to receive the bid. The Bid Package was also sent to the 3 local plan rooms and a notice was published twice in the Culver City News.

However, during the mandatory job walk on August 1st, the 3 construction firms present advised staff that due to their and their sub-contractors work/vacation schedules, they could not submit bids by August 11th. In response to the contractor's comments, Public Works released Bid Addendum No. 1 on August 2nd, extending the bidding period to August 25th, a date by which the 3 contractors agreed they could submit their bids.

On August 23rd, staff learned that none of the 3 contractors would be submitting bids. Their reasons varied from difficulty in compiling their bids due to other ongoing projects to deciding that they did not want to take on a job requiring the City's standard bonding requirements. Therefore on August 24th, Public Works released Bid Addendum No. 2, extending the bidding period to September 29, 2005.

The Building Permit plan check process has been completed and the Teen Center Remodel plans were approved on August 26, 2005.

DISCUSSION

On July 26, 2005, the City opened the bidding process, issued two addendums extending the bid period and on September 29th, 2005, the Deputy City Clerk publicly opened bids. Four Contractors responded with the following bid amounts:

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Contractors	Base Bid	Total Alternate Bids	Total Bids
WE Construction, Inc	\$257,700	\$41,550	\$299,250
PCN3, Inc	\$257,619	\$59,625	\$317,244
Horizons CC Services, Inc	\$411,654	\$51,750	\$463,404
Icon West, Inc	\$495,861	\$102,990	\$598,851

Staff reviewed the proposal from the bidder with the lowest Base Bid (PCN3, Inc.) and found the bid documents complete. The bonding information was reviewed and determined to meet City requirements. PCN3, Inc., references were reviewed and found to be positive.

Due to the favorable unit prices that the contractor submitted in his bid, staff recommends that the City Council authorize staff to negotiate to accomplish as many of the alternate bid items as possible in order to expend the complete project amount. Pursuing a negotiated change order to fit within the existing project budget is consistent with direction provided by the City Council in past projects. With City Council's approval, staff will negotiate additional work in an amount to expend the complete project amount.

Budget Item	Amount
Base Bid	\$257,619
10% Contingency	\$25,761
Wolcott A-I Design/Construction Management	\$32,500
Moving/Storage Furnish	\$2,000
Signage	\$2,500
Recreation Equipment	\$20,000
SUB-TOTAL	\$340,380
Minimum available for Alternates	\$34,620
TOTAL	\$375,000
Project Budget	\$375,000

Wolcott and City staff will perform construction management and inspection.

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Construction is expected to commence on Monday, October 24, 2005 and be completed within approximately 70 calendar days

Asbestos remediation work in the remodel area will begin on Monday, October 17, 2005 and be completed within approximately 5 calendar days

FISCAL ANALYSIS

There are sufficient funds in the budget to construct the project (including a 10% construction contingency) However, there is not a sufficient amount to construct all of the bid alternates Staff will negotiate with the contractor to accomplish as many of the alternate bid items as possible in order to expend the complete project budget amount (Any grant funds remaining at the completion of the project must be returned to the State)

As stated previously, the City received a Murray-Hayden Urban Parks and Youth Service Grant under the Proposition 12 grant process The grant is a \$262,500 reimbursement grant, with an additional \$112,500 in City matching funds The City has allocated funds in the Capital Improvement Program (CIP) Budget as the Teen Center Remodel Project P-819, Accounts No 41900819 and No 42300819 The total Project allocation is \$375,000

The grant requires that all construction be complete and reimbursement paperwork finalized no later than June 30, 2009

Wolcott prepared the construction plans and specifications for this Project and will provide construction management for \$27,500

Asbestos remediation work in the remodel area will cost \$19,194 and will be funded by a combination of P-132, Building Repairs project funds (#42000132) and possibly budget savings from the Teen Center Project, if necessary

Maintenance and operational costs for the Teen Center in fiscal year 05/06 are estimated to total about \$11,000 and are not anticipated to increase as a result of the remodeling project

MOTION

That the City Council

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- 3) Award a construction contract to PCN3, Inc , for the Teen Center Remodel Project, P-819, based on its base bid amount of \$257,619,
- 2) Authorize Public Works Director/City Engineer to negotiate change orders for unanticipated conditions and to accomplish alternative bid items in an amount not to exceed the unallocated/unexpended portion of the total project budget, and
- 3) Direct the City Attorney to prepare the necessary documents and authorize the Chief Administrative Officer to approve the documents

INTEROFFICE MEMORANDUM

DATE November 28 2005
TO Marty Nicholson PRCS Recreation Manager
FROM Patti Mooney PRCS Sr Management Analyst *PM*
SUBJECT Remaining 2002 RESOURCES BOND ACT (Proposition 40) PER
CAPITA GRANT PROGRAM Funds
CC William La Pointe PRCS Director

The grant contract for the 2002 Resources Bond Act (Proposition 40) Per Capita Grant Program states that the City of Culver City has been allocated \$220 000 in funds. Currently, \$116 036 of this amount is earmarked as part of the matching requirement for the Skateboard Park Project (P-830). Therefore, pending Council approval, \$103 964 in Proposition 40 Per Capita funds are available for use on other capital improvement projects as of this date.