

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

Meeting Date: 09/12/2011		Item Number: <u>C-6</u>	
CITY COUNCIL AGENDA ITEM: FOUR-FIFTHS VOTE REQUIREMENT - (1) Approval of a Budget Amendment and (2) Approval of an Amendment to the Existing Professional Services Agreement with Willdan Engineering for Construction Management and Inspection Services for the Sepulveda Boulevard Widening Project (Green Valley Circle to Playa Street /Jefferson Boulevard), P-881			
Contact Person/Dept.: Hong Wang/PW		Phone Number: 310-253-5604	
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 (09/08/2011)			
Department Approval: Charles D. Herbertson (09/02/11)		City Attorney Approval: Carol Schwab (by H. Baker) (09/06/11)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (09/07/11)		City Manager Approval: John M. Nachbar (09/08/11)	

RECOMMENDATION:

Staff recommends that the City Council: (1) approve a budget amendment and (2) approve an amendment to the existing professional services agreement with Willdan Engineering for construction management and inspection services for the Sepulveda Boulevard Widening Project (Playa Street /Jefferson Boulevard intersection to Green Valley Circle), P-881..

A budget amendment requires a four-fifths vote.

BACKGROUND:

On April 11 2011, the City Council approved a professional services agreement with Willdan Engineering for construction management and inspection services for this project with a not-to-exceed fee amount of \$222,870, and the Public Works Director/City Engineer was authorized to approve change orders in an amount not to exceed \$68,860.

DISCUSSION:

The Metro Proposition C grant for this project was allocated in two stages. The initial grant allotment of \$2,361,000 was appropriated as part of the City Council Adopted Budget for Fiscal Year 2010/2011. A budget amendment is required to appropriate the remaining \$1,621,000.

The Request for Proposal for construction engineering services stated that the consultant should base their proposal on providing part-time construction

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management and full-time inspection services for an estimated period of 70 full-time working days (one 8 hour shift per day), 50 full-time working days (two 8 hour shifts per day), and 40 part-time working days (one 4 hour shift per day). However, after the contractor started the construction in early May 2011, the City authorized the contractor to utilize two full-time shifts per day, as allowed by the contract, since the beginning of the project. As a result of the contractor's work schedule, substantial additional inspection services hours are required to provide full time construction management and inspection coverage. It is estimated by Willdan that a budget increase in the amount of \$137,348 will be needed to cover the additional services for the remainder of the project. This increase, coupled with other additional construction technical assistance, as requested by the City, will result in a total increase of \$161,339 to Willdan's original contract amount.

It should also be noted that staff recently authorized the contractor to work two 12-hour shifts to expedite the construction. This acceleration is having minimal impact to Willdan's inspection hours since the contractor's two 12-hour shifts are overlapping in hours.

Staff reviewed Willdan's request and found it to be fair and reasonable, and is therefore recommending the approval of a contract amendment in the amount of \$161,339.

As of this date, the project is on schedule and is expected to be completed by mid November 2011.

FISCAL ANALYSIS:

As referenced above, a budget amendment is required to appropriate the remaining \$1,621,000 of the Proposition C grant for this project. A budget amendment requires a four-fifths vote.

Sufficient funding for the Willdan contract amendment is available in the Capital Improvement Budget for Project 881.

ATTACHMENTS:

1. Willdan's additional services request

MOTIONS:

- 1) Approve a budget amendment to (1) accept the grant funds in the amount of \$1,621,000 and (2) appropriate \$1,621,000 into 42300881 (a budget amendment requires a four-fifths vote); and

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- 2) Approve an amendment to the existing professional services agreement with Willdan in the amount of \$161,339 for additional construction management and inspection services for the construction of the Sepulveda Boulevard Widening Project (Green Valley Circle to Playa Street /Jefferson Boulevard), P-881; 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.