

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

Meeting Date: 12/14/2009		Item Number: <u>A-5</u>	
CITY COUNCIL AGENDA ITEM: Award of a Contract with Curb & Gutter Specialists, Inc., dba Quality First Concrete, as the Lowest Responsive and Responsible Bidder, for the Construction of Sidewalk Replacement Project, P-428, CDBG Project No. REC 027-09 and Approval of Related Budget Amendments.			
Contact Person/Dept.: Sammy Romo/PW		Phone Number: 310-253-5619	
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 (12/09/09); (Telephone) All bidders			
Department Approval: Charles D. Herbertson (12/03/09)		City Attorney Approval: Carol Schwab (by H. Baker) (12/09/09)	
Chief Financial Officer Approval: Mark Scott (by N. Kimball) (12/10/09)		City Manager Approval: Mark Scott (12/10/09)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council: 1) award a construction contract to Curb & Gutter Specialists, Inc., dba Quality First Concrete, as the lowest responsive and responsible bidder for the construction of the Sidewalk Replacement Project, P-428, and 2) approve related budget amendments to appropriate American Recovery and Reinvestment Act funds therefor. (A Budget Amendment Requires a 4/5ths Vote) <u>BACKGROUND:</u> As part of the American Recovery and Reinvestment Act (ARRA) signed into Law in February 2009, Culver City is allocated \$87,416 of additional Community Development Block Grant (CDBG) funds. The scope of work for this project consists of removing and replacing 6,500 square feet of existing damaged sidewalk along the following streets within the eligible CDBG areas: • Inglewood Boulevard • Colonial Avenue • Wasatch Avenue • Boise Avenue • Redwood Avenue • Glencoe Avenue • Chase Avenue			

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

Additionally, the project will include pruning tree roots where necessary.

DISCUSSION:

On November 19, 2009, the City Clerk's Office staff publicly opened the bids. Six contractors responded with the following bid amounts:

	<u>CONTRACTOR</u>	<u>BID AMOUNTS</u>
1	Curb & Gutter Specialists, Inc., dba Quality First Concrete	\$33,000
2	CJ Concrete Construction, Inc.	\$47,000
3	FS Construction Company	\$51,000
4	SJ Grigolla Construction Company, Inc.	\$51,500
5	Hym Engineering, Inc.	\$52,450
6	Addscape, Inc.	\$65,000

Staff reviewed the 6 (six) sets of contractor bid documents and determined Quality First Concrete submitted the lowest total base bid. Staff reviewed the bid proposal from Quality First Concrete 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. Staff contacted the references for Quality First Concrete and all responded favorably towards the contractor. Staff recommends awarding the construction contract to Quality First Concrete as the lowest responsive and responsible bidder for the construction of the Sidewalk Replacement Project, P-428.

As the bid is well below the engineer's estimate of \$70,000 and grant amount of \$87,416, staff recommends that the City Council authorize the City Manager to increase the amount of the contract with Quality First Concrete by 25% to increase the usage of the ARRA (CDBG) funds. Meanwhile, Staff is working closely with the Los Angeles County Community Development Commission to determine if the remaining funds can be used on another capital project.

The construction management and inspection of the project will be conducted by Engineering Division staff.

The proposed construction project will begin in January 2010 and is expected to be substantially completed by March 2010.

Public Notification

City of Culver City, California
Agenda Item Report

Approximately two weeks prior to construction activity, the adjacent businesses and residences will be provided with written information on the project schedule and contact information for questions and/or concerns regarding the project.

FISCAL ANALYSIS:

The proposed funding source and project expenses are below:

Proposed Project Budget	
Funding Source	Amount
ARRA (CDBG) funds (42300428.341700)	\$45,375*
Total =	\$45,375

***NOTE:** Culver City's total allocation for this project from ARRA (CDBG) funds is \$87,416. Staff will work with LA County CDC staff to determine if the remaining \$42,041 can be used on another capital project.

Estimated Project Expenses	
Sidewalk Replacement Project, P-428 Construction Contract	\$33,000
Increase Contract Amount by 25%	\$8,250
Subtotal	\$41,250
10% project contingency	\$4,125
Total Estimated Project Expenses (42300428.730100)	\$45,375

A budget amendment is needed to appropriate the grant funds in the respective accounts.

ATTACHMENTS:

1. Location Map

MOTION:

That the City Council:

- 1) Award a contract with Curb & Gutter Specialists, Inc., dba Quality First Concrete, for the Sidewalk Replacement Project, P-428, based on their lowest base bid amount of \$33,000; and,

City of Culver City, California
Agenda Item Report

- 2) Authorize the City Manager to increase the construction contract with Curb & Gutter Specialists, Inc., dba Quality First Concrete, in an amount not to exceed \$8,250 (25% of base bid) for additional sidewalk replacement work; and,
- 3) Authorize the City Manager to approve change orders in the amount not to exceed \$4,125 (10% contingency), if necessary; and,
- 4) Authorize the City Attorney to review/prepare the necessary documents; and,
- 5) Authorize the City Manager to execute such documents on behalf of the City, and
- 6) Approve budget amendments to appropriate ARRA grant funds in the amount of \$45,375 for P-428 (Sidewalk Replacement Project) to the respective accounts (**a budget amendment requires a 4/5ths vote**).