

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 7/10/06	Item Number: <u>C-3</u>
AGENDA ITEM: Consideration to Amend the Existing Professional Services Agreements with Project Partners, Bureau Veritas - Berryman and Henigar, and Nickerson Company, for General Public Works Inspection Services	
Contact Person/Dept: Mate Gaspar/PW	Phone Number: (310) 253-5602
Fiscal Impact: Yes ☒ No ☐	General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒ Attachments: ☒
Public Notification: Project Partners, Bureau Veritas – Berryman and Henigar, Nickerson Company via e-mail on July 5, and Master Notification List on July 5.	
Department Approval: Charles D. Herbertson (06/29/06)	CAO Approval: Martin R. Cole for Jerry B. Fulwood (07/05/06)
City Controller Approval: Marlee Chang (07/05/06)	

RECOMMENDATION:

Staff recommends the City Council authorize professional services agreements with Project Partners, Berryman and Henigar, and Nickerson Company, to support the Public Works Department for public works inspection, for a total aggregate not-to-exceed cost of \$65,000. The contracts will expire on June 30, 2007.

BACKGROUND:

The Public Works Department/Engineering Division is responsible for the inspection of all construction in the public right-of-way including grading and construction of driveways and parking lots on private property. The position assigned for these tasks is the Public Works Inspector. The detailed inspections required to be performed by the Public Works Inspector include inspection of streets, curb and gutter, sidewalks, storm drains, utility excavation, and sewer mains, to ensure compliance with the approved engineering plans, specifications, contracts and agreements. The position processes public works permits, conducts technical research, and provides office and field support as required.

The Engineering Division currently has one Public Works Inspector on staff. In September 2001, the Senior Public Works Inspector retired. The position was not filled and during the 2002/03 budget year, the Senior Public Works Inspector position was eliminated due to budget cuts.

The adopted budget for fiscal year 2005/06 included \$65,000 for a consulting public works inspector to support the inspection of several large development projects. On October 10, 2005, the City Council approved professional services agreements with Project Partners, Berryman and Henigar, and Nickerson Company for public works inspection services for a total aggregate not-to-exceed cost of \$65,000. These

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agreements expire on June 30, 2006. The inspection work was successfully performed on the Symantec project at 800-900 Corporate Point, Grand View Palms at 4061 Grand View Palms, and Culver Boulevard Animal Hospital at the corner of Sepulveda Boulevard and Culver Boulevard; also, other miscellaneous public works inspections were performed on an as needed basis. The allocated funding was completely expended.

DISCUSSION:

There are several major private development projects under construction or proposed to be under construction this fiscal year. The Symantec project continues to require extensive inspection of storm water pollution prevention plan best management practice measures, grading and excavation of soil, sewer main and storm drain construction, and major storm water pollution prevention devices. The Fox Hills Mall expansion, Washington/Centinela mixed use projects, and Culver Lofts, are proposed to be under construction this fiscal year. These projects will also require inspection of the aforementioned construction items.

Staff is recommending amending the professional services agreements with Project Partners, Berryman and Henigar, and Nickerson Company. These three companies together have several construction inspectors that have extensive experience working with local cities on public works inspections. The resumes of the inspectors are attached to this report.

These inspectors will be utilized on an as needed basis. Since these contract inspectors are also providing inspection services to other agencies and may not always be available when we need them, having several inspectors will ensure that one is always available to serve Culver City.

The proposed agreements will expire on June 30, 2007. The City retains the right to terminate these agreements upon thirty days notice and any time during the term of agreements. Also, the City will have the right to contract with other inspectors when it is in the City's best interest.

If additional inspection fees are collected beyond what is projected during the fiscal year, staff may request that the City Council approved a budget amendment to increase the consulting inspector budget and to amend the existing agreements by increasing the aggregate not-to-exceed amount.

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FISCAL ANALYSIS:

Project Partners, Berryman and Henigar, and Nickerson Company's hourly rates charged for public works inspection services have increased and now are \$90, \$85, and \$80 an hour, respectively. The budget for contract inspection is \$65,000. Based on the hourly rate charges and adopted budget amount, there are funds available for about 800 hours of inspection to be performed by the contract inspectors until the end of the fiscal year.

ATTACHMENTS:

- Project Partners inspector's resume and billing rate
- Berryman and Henigar inspectors' resumes and billing rate
- Nickerson Company inspector's resume and billing rate

MOTIONS:

That the City Council:

1. Approve amending the professional services agreements with Project Partners, Berryman and Henigar, and Nickerson Company for public works inspection services for a total aggregate not-to-exceed cost of \$65,000 and expiring on June 30, 2007;
2. Authorize the City Attorney to prepare the necessary documents and the Chief Administrative Officer to approve the documents.