

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

Meeting Date: <u>06/13/11</u>		Item Number: <u>C-10</u>	
CITY COUNCIL AGENDA ITEM: Approval of an Amendment to the Existing Professional Services Agreement with Trueline for the Installation of Windscreens at Fox Hills Park.			
Contact Person/Dept.: Patrick Reynolds, Parks Division Manager		Phone Number: (310) 253-6470	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Meetings and Agendas – City Council (06/15/11); (E-Mail) Trueline (06/15/11).			
Department Approval: Dan Hernandez (06/16/11)		City Attorney Approval: Carol Schwab (by H. Baker) (06/22/11)	
Chief Financial Officer Approval: Jeff Muir (06/22/11)		City Manager Approval: John M. Nachbar (06/22/11)	

RECOMMENDATION:

Staff recommends the City Council approve an amendment to the existing professional services agreement with Trueline for the installation of windscreens at Fox Hills Park and increase the not-to-exceed amount to an aggregate total of \$32,184.

BACKGROUND:

On May 17, 2010, the City Council approved a professional services agreement with Trueline in the amount of \$18,935 for court resurfacing at Fox Hills and Syd Kronenthal (SK) Parks; however, the work was not completed until July 2010. Subsequently, staff entered into contract number 2011-035 in the amount of \$6,675 for court resurfacing at Lindberg Park and additional court resurfacing at SK Park. Only \$4,580 was expended for the projects under this agreement, leaving \$2,095 for future expenditures. Taken together, payments made to Trueline in Fiscal Year 2010/2011 total \$25,610.

DISCUSSION:

The windscreens surrounding the paddle tennis and tennis courts in Fox Hills Park are in need of replacement. The project includes the removal of slats in the existing windscreens, the removal and disposal of all debris associated with demolition, and the installation of new windscreens. A recent informal bidding process yielded the following bids for the installation of windscreens at Fox Hills Park:

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	Contractor	Bid Amount
1	Trueline	\$ 8,669
2	Sports Facilities Group	\$10,890
3	NJP Sports	\$12,850

Trueline has proven to be a very capable and professional in successfully completing various park improvement projects in Culver City. Since payments made to Trueline total \$25,610, the addition of the FoxHillsPark windscreen project would bring Trueline expenditures to \$32,184 in Fiscal Year 2010/2011. Pursuant to Culver City Municipal Code Section 3.07.085, contracts for personal and professional services are not subject to the formal competitive bidding requirements provided competitive quotations are obtained, whenever practical, as determined by the City Manager. In this case, Trueline has a proven track record of being competitive and their prior work for the City has been impeccable.

FISCAL ANALYSIS:

There are sufficient appropriations in account 41900640.730100 (Park Facilities Fund/Resurface/Restripe Sports Courts) to fund the amendment to the professional services agreement. The Park Facilities Fund derives 100% of its revenue from development fees related to the Quimby Act (park in-lieu fees). No General Fund monies will be used for the windscreen project.

MOTION:

That the City Council:

1. Approve an amendment to the existing professional services agreement with Trueline to include the installation of windscreens at Fox Hills Park and increase the not-to-exceed amount to an aggregate total of \$32,184; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.