

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

Meeting Date: 09/26/11		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: (1) Approval of Final Plans and Specifications and (2) Authorization to Publish a Notice Inviting Bids for the Veterans Memorial Building Renovation, P-876			
Contact Person/Dept.: Bellur Devaraj/PW		Phone Number: (310) 253-5621	
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 (09/21/11)			
Department Approval: Charles D. Herbertson (09/15/11)		City Attorney Approval: Carol Schwab (by H. Baker) (09/20/11)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (09/20/11)		City Manager Approval: John M. Nachbar (09/20/11)	

RECOMMENDATION:

Staff recommends the City Council (1) approve the final plans and specifications and (2) authorize the publication of a notice inviting bids for the Veterans Memorial Building (VMB) Renovation Project P-876.

BACKGROUND/DISCUSSION:

Several rooms and restrooms of the VMB are in need of renovation. In January 2011 the City retained DLR Group Architects to work with the Parks, Recreation, and Community Services Department to establish a scope of renovations within available budgeted funds.

The architect has established the following scope of renovations for the VMB.

- Complete refurbishment of the women's and men's restrooms with new toilet fixtures, new flooring and ADA accessible toilets. Additionally, there are substances which need to be abated, which abatement will occur under a separate contract.
- Approximately 450 auditorium seats in the auditorium lower level will be removed and replaced by new seats with new aisle carpeting.
- Painting of the auditorium walls and ceiling tiles.
- Replacement of the accordion door adjacent to the service counter.

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- Several cosmetic improvements such as painting for the Iksan Room, Uruapan Room, Yangi Room, Kaizuka Room and classrooms A, B, C and D..

The plans and specifications are currently under review by the Building Safety Division. The project will be advertised after receiving the building permit. City Council approval for advertising the project is now requested to expedite the bidding process in order to meet the construction scheduling constraints to start construction in January 2012 and to complete construction by the end of March 2012.

FISCAL ANALYSIS:

Proposed Project Budget	
Funding Source	Amount
P-876 Park Facilities (Account No: 41900876)	\$30,000
P-876 Capital Improvements (Account No: 42000876)	\$186,000
P-93650 Redevelopment Agency (Account No: 48693650)	\$185,000
Total	\$401,000

Estimated Project Expenses	
VMC renovations	\$385,000
Construction Inspection Services	\$ 10,000
10% Project Contingency	\$38,000
Total Estimated Project Expenses	\$433,000

The current estimated project costs are higher than budgeted funds. The project will be bid with several alternate bid items that can be awarded or deleted from the final contract scope to bring the project costs to within budget. After bid opening, staff will make a recommendation to the City Council for the scope of contract award.

MOTIONS:

1. Approve the final plans and specifications for the Veterans Memorial Building Renovations Project, P-876; and,
2. Authorize publication of a notice inviting bids for construction of the Veterans Memorial Building Renovation Project, P-876