

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

Meeting Date: <u>02/14/11</u>		Item Number: <u>C-4</u>																	
CITY COUNCIL AGENDA ITEM: (1) Acceptance of Work Performed by Ortco, Inc.; (2) Authorization to File a Notice of Completion; and, (3) Authorization to Release the Retention Payment for the Veterans' Memorial Park Playground for Children Ages 2-5, P-924, After the Expiration of the 35-Day Lien Period.																			
Contact Person/Dept.: Patrick Reynolds, Parks 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 (02/09/11); (E-Mail) Parks, Recreation and Community Services Commission (02/09/11); (Telephone) Ortco, Inc. (02/09/11).																			
Department Approval: Pam Robinson (02/03/11) (by P. Mooney)		City Attorney Approval: Carol Schwab (by H. Baker) (02/07/11)																	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (02/09/11)		City Manager Approval: John M. Nachbar (02/09/11)																	
<u>RECOMMENDATION:</u> Staff recommends the City Council: (1) accept the work performed by Ortco, Inc.; (2) authorize the filing of a Notice of Completion; and, (3) authorize the release of the retention payment for the Veterans' Memorial Park Playground for Children Ages 2-5, P-924, in the amount of \$2,975 after the expiration of the 35-day lien period. <u>BACKGROUND:</u> The Veterans' Memorial Park Playground Project, P-924, has three major components; the funding sources and status of the components of the project are as follows: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th></th> <th style="text-align: center;">Description</th> <th style="text-align: center;">Funding Source(s)</th> <th style="text-align: center;">Status</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Playground for Children 5 – 12</td> <td>KaBOOM! & Prop A</td> <td>Completed Dec. 2009</td> </tr> <tr> <td style="text-align: center;">2</td> <td>ADA Accessible Path of Travel</td> <td>CDBG</td> <td>Construction Completed</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Playground for Children 2 – 5</td> <td>Prop A & Prop 40</td> <td>Construction Completed</td> </tr> </tbody> </table> On May 3, 2010, the City Council adopted the Youth Employment Plan for the Veterans' Memorial Park Playground Project, P-924, thereby fulfilling the necessary Los Angeles County Proposition A grant requirement related to the employment of youth. On September 13, 2010, the City Council approved the plans and specifications and authorized solicitation of bids for the Veterans' Memorial Park Playground for Children Ages 2 – 5, P-924. On November 8, 2010, the City Council					Description	Funding Source(s)	Status	1	Playground for Children 5 – 12	KaBOOM! & Prop A	Completed Dec. 2009	2	ADA Accessible Path of Travel	CDBG	Construction Completed	3	Playground for Children 2 – 5	Prop A & Prop 40	Construction Completed
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awarded a construction contract to Ortco, Inc. in the amount of \$29,750 along with a \$2,975 change order authority provided to the Parks Division Manager. The scope of work for the project included the installation of playground equipment suitable for use by children ages 2 – 5, wood fiber surfacing, an ADA ramp, and related improvements.

DISCUSSION:

Construction of the playground for children ages 2 – 5 began on November 22, 2010, and the new playground was opened for public use in December 2010. Punch list items were completed and Ortco Inc.'s work was accepted as complete by the Parks Manager on January 19, 2011. Construction management and inspection of the project were done by staff.

FISCAL ANALYSIS:

The Veterans' Memorial Park Playground for Children Ages 2 – 5, P-924, is funded by a Los Angeles County Proposition A "Cities" grant and 2002 Resources Bond Act (Proposition 40) Roberti-Z'berg Harris Block Grant and requires no direct funding from the General Fund. No change orders were issued for this project; the final Ortco, Inc. contract amount is \$29,750.

MOTIONS:

That the City Council:

1. Accept the work performed by Ortco, Inc. for the Veterans' Memorial Park Playground for Children Ages 2-5, P-924; and,
2. Authorize the Parks Division Manager to execute the Notice of Completion and submit it to the Los Angeles County Recorder's Office; and,
3. Authorize the City Manager to release \$2,975 in retention funds to Ortco, Inc. after the expiration of the 35-day lien period.