

MEETING DATE: August 14, 2006

AGENDA ITEM : Approve Professional Services Agreement with RTI Consulting, Inc. to Provide Architectural Services for the Culver City Dog Park Project (P-816) – Phase II.

ATTACHMENTS

	<u>Pages</u>
1. Excerpt of the Minutes of the December 13, 2004 City Council Meeting	1
2. Excerpt of the Minutes of the September 19, 2005 City Council Meeting	2
3. Excerpt of the Minutes of the November 7, 2005 City Council Meeting	3
4. RTI, Consulting, Inc. Proposal for Architectural Services for the Culver City Dog Park Project – Phase II	4

REGULAR MEETING OF THE
CITY COUNCIL, CITY OF CULVER CITY,
CALIFORNIA

December 13, 2004
5:15 P.M.

MAYOR STEVEN J. ROSE, PRESIDING

Call to Order

The meeting of the City Council was called to order at 5:15 P.M.

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Item I.9

Consideration to Approve the Plans and Specifications for the Off-Leash Dog Park and Authorize the Friends of the Culver City Dog Park to Construct the Dog Park Provided that the Friends Enter into a License Agreement with the City.

Joe Susca, Management Analyst, gave the staff report. Mr. Susca advised the City Council that the following additional language should be added to Motion #2: "and if the Friends do not enter into a licensing agreement to construct the park prior to February 14, 2005, that the City will bid the project as a City project."

Discussion ensued regarding whether the City should take on the dog park construction if the Friends do not enter into the proper agreements by the February 14, 2005 deadline.

Councilmember Gross proposed the following amendment for Motion #2: If the Friends have not entered into an agreement by February 14, 2005, the item will be returned to the City Council for further consideration.

Carol Schwab, City Attorney, suggested that the City could bid the dog park project as a City project, provided that the Friends turn the money over to the City; or bring it back as a separate item.

Following discussion, the following motion was voted on:

MOVED BY COUNCILMEMBER VERA, SECONDED BY COUNCILMEMBER CORLIN AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL:

1. APPROVE THE PLANS AND SPECIFICATIONS PREPARED FOR CONSTRUCTION OF THE DOG PARK, P-816;
2. AUTHORIZE THE FRIENDS TO CONSTRUCT THE DOG PARK THROUGH A LICENSE AGREEMENT, WITH THE CITY, PROVIDED THE FRIENDS ENTER INTO AGREEMENTS WITH THEIR CONTRACTORS FOR THE DOG PARK'S CONSTRUCTION PRIOR TO FEBRUARY 14, 2005. IF THE FRIENDS DO NOT ENTER INTO AGREEMENTS BY THE FEBRUARY 14, 2005 DEADLINE, THIS ITEM WILL BE BROUGHT BACK AS A SEPARATE ITEM FOR CITY COUNCIL CONSIDERATION; AND
3. INSTRUCT THE CITY ATTORNEY'S OFFICE TO PREPARE THE NECESSARY LICENSE AGREEMENT BETWEEN THE CITY AND THE FRIENDS AND AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER TO SIGN IT ON BEHALF OF THE CITY.

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Attachment 2

ADJOURNED REGULAR MEETING OF THE
CITY COUNCIL, CITY OF CULVER CITY,
CALIFORNIA

September 19, 2005
5:30 P.M.

Call to Order & Roll Call

The meeting of the City Council was called to order at 5:30 P.M.

Present: Mayor Albert Vera
Vice Mayor Gary Silbiger
Councilmember Alan Corlin
Councilmember Carol Gross
Councilmember Steven Rose

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Presentations

Item P-1

Presentation of a \$150,000 Grant to the City of Culver City for the Culver City Dog Park by Herb Wesson, Jr., Special Assistant to Los Angeles County Supervisor Yvonne Brathwaite Burke, 2nd District.

Herb Wesson, on behalf of Los Angeles County Supervisor Yvonne Brathwaite Burke, presented a check in the amount of \$150,000 for the Culver City Dog Park. Mayor Vera, on behalf of the City Council, thanked Mr. Wesson for his efforts for Culver City. At this time, Vicki Daly Redholtz, representing the Friends of the Culver City Dog Park, thanked Mr. Wesson for the donation.

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Attachment 3

ADJOURNED REGULAR MEETING OF THE
CITY COUNCIL, CITY OF CULVER CITY,
CALIFORNIA

November 7, 2005
5:31 P.M.

Call to Order & Roll Call

The meeting of the City Council was called to order at 5:31 P.M.

Present: Mayor Albert Vera
Vice Mayor Gary Silbiger
Councilmember Alan Corlin
Councilmember Carol Gross
Councilmember Steven Rose

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Item A-6

Consideration of the City Council Approving the Resolution for a \$150,000.00 County of Los Angeles Proposition A Grant for Construction of the Culver City Dog Park and Authorizing the Appropriation and Transfer of \$150,000.00 in Prop A Grant Funds for the Construction of the Dog Park.

Christopher Armenta, City Clerk read written comments submitted by the following:

Michael Whitaker
Laura Stuart
Vicki Daly Redholtz, representing Friends of the
Culver City Dog Park

Following discussion, the following motion was made:

MOVED BY COUNCILMEMBER GROSS, SECONDED BY COUNCILMEMBER ROSE AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL:

1. APPROVE RESOLUTION NO. 2005-R071 TO APPROVE THE APPLICATION FOR PROP A GRANT FUNDS FOR THE DOG PARK IN CULVER CITY PARK;
2. AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER TO SIGN ALL DOCUMENTS RELATED TO THE SUBMITTAL OF THE PROPOSITION A GRANT APPLICATION; AND
3. AUTHORIZE THE APPROPRIATION AND TRANSFER OF \$150,000.00 IN PROP A GRANT FUNDS FOR THE CONSTRUCTION OF THE DOG PARK UPON RECEIPT OF THE FULLY EXECUTED CONTRACT FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT.

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Architectural Services--Proposal

6/16/2006

Culver CITY

Culver Dog Park -- Phase II

Attachment 4

Fee Computation							
Drawings	design/review (hrs)	rate	design total	draw (hrs)	rate	draw total	totals
1 Cover Sheet, Notes & Specifications	6	\$ 100.00	\$ 600.00	6	\$ 65.00	\$ 390.00	\$ 990.00
2 Site Plan & Details	16	\$ 100.00	\$ 1,600.00	12	\$ 65.00	\$ 780.00	\$ 2,380.00
Subtotals for Drawings	22		\$ 2,200.00	18		\$ 1,170.00	\$ 3,370.00
Meetings w/ City Agencies and City Council							
Subtotals for Meetings	24	\$ 100.00	\$ 2,400.00	16	\$ 65.00	\$ 1,040.00	\$ 3,440.00
Contract Administration							
Subtotals for Contract Administration	16	\$ 100.00	\$ 1,600.00	4	\$ 65.00	\$ 260.00	\$ 1,860.00
Totals	62	\$ 100.00	\$ 6,200.00	38	\$ 65.00	\$ 2,470.00	\$ 8,670.00
							Not to exceed

Notes	
1	Fee is a Not-to-exceed Fee. The Fee is based on the total amount of hours at the hourly rates and is not to be held to the line item breakdown above, which is a methodology for total fee computation only.
2	Standard and customary Reimbursable Expenses are in addition to the Fee and shall be invoiced monthly, at cost. Such expenses may include, but are not limited to, long distance telephone calls, reproduction of documents, delivery and postage costs.
3	Additional Work is work not identified above (identified work: preparation of the above-listed Drawings, Meetings w/ City Agencies and City Council and Contract Administration of the Base Work). Additional Work also includes work that is changed by the City once drawings and/or designs have been approved by the City. Such Additional Work is in addition to the Fee and shall not proceed without prior written approval by the City. The Additional Work shall be performed on a Time and Expenses basis using the hourly rates listed above.
4	Architect is not responsible for site safety and security, and/or means and methods of construction.

Assumptions	
1	Assume scaled drawings from City for site plan for use in preparing CAD drawings.
2	Assume sketches, information and specifications from City for the Dog Park--Phase II design
3	Assume direction from City regarding utility locations and sizing
4	Assume appropriate and timely responses to questions asked of the City.

Tasks	
1	Review scaled drawings received from the City.
2	Visit the site to confirm conditions based on the drawings and other information
3	Prepare the following drawings:
a	Cover Sheet, Notes & Specifications
b	Site Plan & Details
4	Review sketches from City for the design and incorporate same into the drawing.
5	Review information from City regarding utility locations and sizing and incorporate same into the drawing.
6	Meet with City Agencies to review documents in various stages, such as schematic, design development and bid (for construction) documents. Revise package as necessary.
7	Prepare schematic, design and bid (for construction) documents
8	Meet with City Council to present design development package and respond to questions. Revise package as necessary.
9	Submit documents for Plan Check. Revise package as necessary for Permit approval.
10	Issue package for Bid.
11	Respond to Requests for Information which may be received from bidders.
12	Assist City with selection of successful bidder.
13	Respond to questions and provide customary architectural assistance during and for close-out of construction.
14	Review as-built drawings for accuracy and provide comment to City regarding same.