

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

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| Meeting Date: 3/07/11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | Item Number: <u>C-1</u>                                                                |  |
| <b>REDEVELOPMENT AGENCY BOARD AGENDA ITEM: Approval of a Professional Services Agreement with the Nickerson Company for Construction Management Services Related to the Sepulveda Boulevard MTA Grant Project</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                                                                        |  |
| Contact Person/Dept.:<br>Michael Pasternak, Community Development;<br>Todd Tipton, Community Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | Phone Number: (310) 253-5708;(310) 253-5783                                            |  |
| Fiscal Impact: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | General Fund: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>      |  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | Action Item: <input type="checkbox"/> Attachments: <input checked="" type="checkbox"/> |  |
| Commission Action Required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | Date: _____                                                                            |  |
| Public Notification: (Email) Meetings and Agendas – Redevelopment Agency (03/04/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                                                                        |  |
| Department Approval:<br>Sol Blumenfeld: (02/24/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | Agency General Counsel Approval:<br>Murray Kane: (02/22/11)                            |  |
| Chief Financial Officer Approval:<br>Jeff Muir (by Nick Kimball) (02/24/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | Executive Director Approval:<br>John M. Nachbar (03/03/11)                             |  |
| <p><b><u>RECOMMENDATION:</u></b></p> <p>Staff recommends that the Culver City Redevelopment Agency Board (Agency Board) approve a professional services agreement with The Nickerson Company in an amount not-to-exceed \$25,200 for construction management services related to the Sepulveda Boulevard MTA Grant Project (Project).</p> <p><b><u>BACKGROUND:</u></b></p> <p>On October 25, 2010, the Agency Board approved bid documents and authorized staff to proceed with official notification for bids on the Project. The Project will improve pedestrian conditions along Sepulveda Boulevard from the Culver Boulevard intersection to the City limit line south of Franklin Avenue (Attachment 1). The improvements include replacement street trees, street furniture, pedestrian lighting, and crosswalk enhancements.</p> <p><b><u>DISCUSSION:</u></b></p> <p>The construction manager will oversee and manage the selected contractor and report on the various stages of the construction process. Duties include: facilitating the pre-construction meeting, writing weekly construction reports, tracking submittals, responding to requests for information, ensuring that the project meets ADA guidelines, and coordinating final inspection and close out procedures.</p> |  |                                                                                        |  |

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Staff received construction management proposals from five engineering firms on the Public Works Department's list of pre-approved contractors. A summary of the proposals received is attached. After reviewing the proposals, staff is recommending The Nickerson Company, which has the most prior experience working in the City of Culver City. The firm is highly recommended by the Public Works Department staff due to its familiarity with City requirements and procedures. The Nickerson Company also offers a competitive hourly rate and greater accessibility through its Los Angeles based office. Public Works staff will provide construction inspection services and coordinate with the construction manager.

**FISCAL ANALYSIS:**

The MTA Grant will fund \$291,000 of the improvements. The Agency Board has allocated matching funds for design, engineering, construction, and construction management in the Agency Board Adopted Fiscal Year 2010/2011 Budget in programs 55092910 and 57392910. Staff estimates the construction manager will spend approximately 240 hours on the project over the course of 60 working days. The Nickerson Company's hourly rate for construction management is \$105, which amounts to \$25,200 over the expected 240 hours of work on this Project.

**ATTACHMENTS:**

1. Summary of construction management proposals received.
2. Standard form Contract with The Nickerson Company for Construction Administration and Management Services

**MOTION:**

That the Agency Board:

1. Approve a professional services agreement with The Nickerson Company in an amount-not-to-exceed \$25,200 for Construction Management Services related to the Sepulveda Boulevard MTA Grant Project; and,
2. Authorize the Agency General Counsel to review/prepare the necessary documents; and,
3. Authorize the Executive Director to execute such documents on behalf of the Agency.