



City of Culver City

Staff Report

File #: 24-662, Version: 1

Item #: C-5.

CC - CONSENT ITEM: (1) Award of a Construction Contract to Concept Consultant Inc. as the Lowest Responsive and Responsible Bidder, in the Amount of \$351,453 for the Farragut Connector Demolition and Replacement Project; (2) Authorization to the Public Works Director to Approve Change Orders to the Contract in an Amount Not-to-Exceed \$52,718 to Cover Contingency Costs (15%); (3) Approval of a \$5,000 Amendment to the Linda Endler Design Agreement (from \$49,950 to \$54,950) to Complete Additional Work; and (4) FOUR FIFTHS VOTE REQUIREMENT: Approval of a Related Budget Amendment Appropriating \$215,653.50 from the General Fund Unassigned Fund Balance to Increase CIP No. PS-014 (from \$250,000 to up to \$465,653.50) to Complete the Project.

Meeting Date: February 12, 2024

Contact Person/Dept.: Joe Susca/Public Works-Administration

Phone Number: (310) 253-5636

Fiscal Impact: Yes No **General Fund:** Yes No

Attachments: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (02/07/2024); Concept Consultant, Inc. (01/18/2024)

Department Approval: Yanni Demitri, Public Works Director/City Engineer (01/18/2024)

RECOMMENDATION

Staff recommends the City Council (1) award a construction contract to Concept Consultant, Inc., as the lowest responsive and responsible bidder, in the amount of \$351,453 for the Farragut Connector Demolition and Replacement Project; (2) authorize the Public Works Director to approve change orders to the Concept Consultant, Inc. contract in an amount not-to-exceed \$52,718 to cover contingency costs (15%); (3) approve an amendment to the Linda Endler Design agreement increasing the amount by \$5,000 (from \$49,950 to \$54,950) to complete additional tasks not contained in the original scope of work; (4) and approve a related budget amendment appropriating \$215,653.50 from the General Fund Unassigned Fund Balance to increase CIP No. PS-014 - *Jackson Avenue Pedestrian Walkway Renovation* (from \$250,000 to up to \$465,653.50) to complete the Project (**requires a four-fifths vote**).

BACKGROUND

The existing path was built in 1972 and provides Farragut Drive access to pedestrians and walking bicyclists from Jasmine Avenue on one side to Jackson Avenue on the other (the “Farragut Connector”). The City’s parcel in which the Farragut Connector is located is approximately 25’ wide and 135’ long and is improved with a 10’ wide concrete pad enclosed by a chain link fence, signage, two streetlights and some trees. The concrete pad is cracked, and the trees are in poor to moderate health, primarily due to the absence of an irrigation system and the severity of recent droughts.

The scope of work includes demolition of the existing improvements and construction of new fencing, plants and trees, an irrigation system, lighting, a combined bottle filler/pet drinking fountain, and permeable pavement that will be “centered” on the City’s parcel in lieu of abutting the 4203 Jackson Avenue house as it does now (the “Project”).

On June 27, 2022 the City Council approved a \$49,950 agreement with Linda Endler Design to prepare various conceptual plans, to present them to the community through a series of meetings, to modify and finalize a concept that incorporated the feedback received from those meetings, to prepare construction documents to include within a Notice Inviting Bids to build the Project, and to oversee its construction.

The plans were modified to round some corners and to better mitigate the blind corner on the Jasmine side of the path to enhance safety. On August 14, 2023, the City Council approved the final plans and specifications and authorized staff to publish a Notice Inviting Bids (#2351) to build the Project. On November 13, 2023, the City Council approved rejection of the three bids received and authorized staff to publish a new Notice Inviting Bids (#2423).

DISCUSSION

Staff released a new Notice Inviting Bids and received the following two responses:

Concept Consultant, Inc.	\$351,453
FS Construction, Inc.	\$376,000

Staff reviewed the two contractors’ bid documents and determined that Concept Consultant, Inc. submitted the lowest responsive bid. Staff reviewed Concept Consultant, Inc.’s bid proposal and, after the correction of minor errors, found the bid documents responsive and complete. Concept Consultant, Inc.’s bond, contractor’s license, and worker’s compensation insurance were reviewed and determined to meet City requirements. Staff has had prior, favorable experiences working with Concept Consultant, Inc. on other City projects and recommends they be selected to complete the Project.

Linda Endler Design

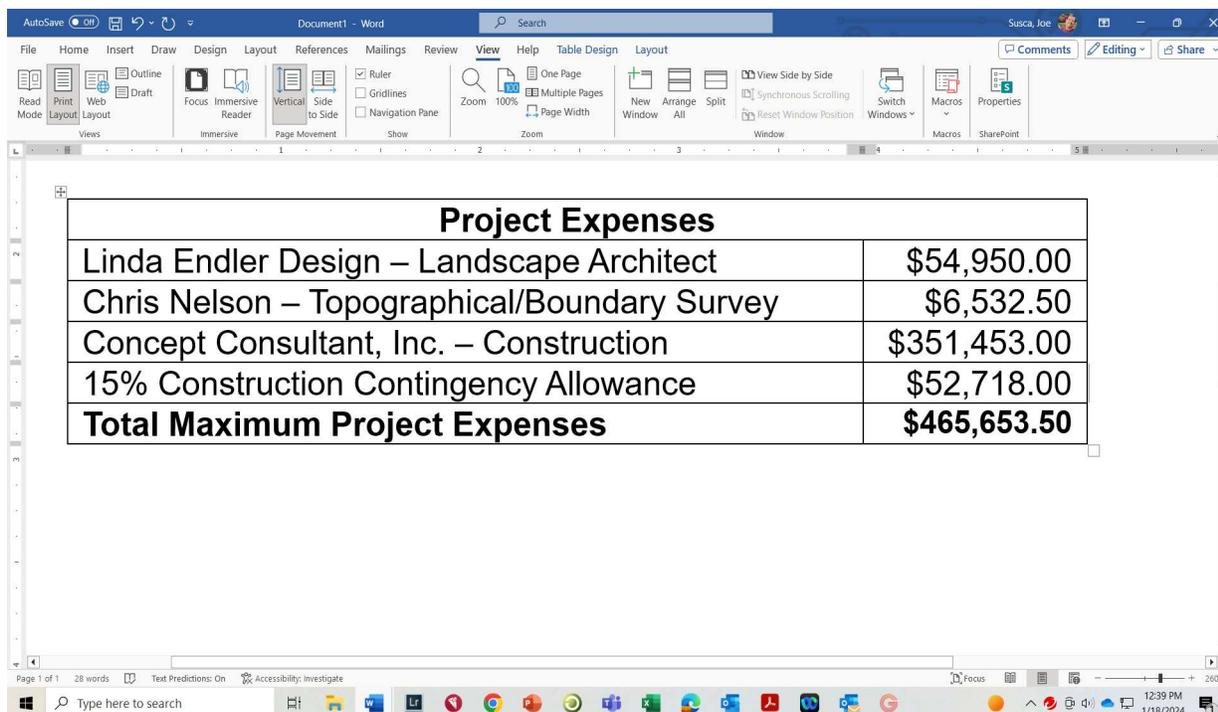
When preparing detailed construction documents, the original scope of work with Linda Endler Design (LED) called for installation of a new electric meter affixed to an existing SCE pole located on the site to provide electricity to the Project. Doing so, however, would increase the site’s utility costs as the City would be required to pay SCE a flat monthly new meter fee along with other unavoidable, recurring charges related to establishing new service with SCE. As a long-term cost saving measure,

staff directed LED to tap an adjacent streetlight circuit instead. This decision prompted three additional on-site visits and LED’s electrical subcontractor’s study of the as-built streetlight configuration to determine the best way to connect to the existing circuit. Due to a lack of capacity to expand, the adopted solution also required replacement of an existing meter pedestal with a new one containing additional circuit connectors, prompting LED’s electrical subcontractor to prepare a detailed wiring plan for the cabinet replacement. As a result, LED requested (and staff recommends) increasing the LED agreement by \$5,000 (from \$49,950 to \$54,950) for their time, and to cover the additional subcontractor cost they incurred to perform this additional work.

FISCAL ANALYSIS

The Revised Budget for Fiscal Year 2021-2022 contained \$50,000 to prepare conceptual plans and construction documents for the Project. The Adopted Budget for Fiscal Year 2022-2023 included \$200,000 in additional funds to prepare a topographical and boundary survey of the site and to construct the Project for a grand total of \$250,000 in CIP No. PS-014 - Account No. 42080000.619800 (*Jackson Avenue Pedestrian Walkway Renovation*).

Following is a summary of Project expenses:



Project Expenses	
Linda Endler Design – Landscape Architect	\$54,950.00
Chris Nelson – Topographical/Boundary Survey	\$6,532.50
Concept Consultant, Inc. – Construction	\$351,453.00
15% Construction Contingency Allowance	\$52,718.00
Total Maximum Project Expenses	\$465,653.50

The Adopted Budget for Fiscal Year 2023-2024 does not include sufficient funding to complete this project. Staff recommends the City Council approve a budget amendment appropriating \$215,653.50 from the General Fund Unassigned Fund Balance to increase CIP No. PS-014 (from \$250,000 to \$465,653.50) to cover the additional cost to complete the Project (**requires four-fifths vote**). As of January 31, 2024, the General Fund Unassigned Fund Balance is approximately \$6.3 million.

ATTACHMENTS

None.

MOTIONS

That the City Council:

1. Approve a budget amendment appropriating \$215,653.50 from the General Fund Unassigned Fund Balance to increase CIP No. PS-014 Account Number 42080000.619800 (from \$250,000 to \$465,653.50) (**four-fifths vote requirement**); and,
2. Award a construction contract to Concept Consultant, Inc. as the lowest responsive and responsible bidder, in the amount of \$351,453 to build the Farragut Connector Demolition and Replacement Project; and,
3. Authorize the Public Works Director/City Engineer to approve change orders to the Concept Consultant, Inc. contract in an amount not-to-exceed \$52,718 (15%), if necessary; and,
4. Approve an amendment to the Linda Endler Design agreement, increasing it by \$5,000 (from \$49,950 to \$54,950) to complete additional work; and
- 5) Authorize the City Attorney to review/prepare the necessary documents; and,
- 6) Authorize the City Manager to execute such documents on behalf of the City.