



# City of Culver City

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## Staff Report

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**File #:** 24-721, **Version:** 1

**Item #:** C-3.

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**CC - CONSENT ITEM: Approval of Final Plans and Specifications and Authorization to Publish a Notice Inviting Bids for the Police Station Windows Replacement Project.**

**Meeting Date:** March 11, 2024

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

**Phone Number:** 310-253-5636

**Fiscal Impact:** Yes [ ] No [X]      **General Fund:** Yes [ ] No [X]

**Attachments:** Yes [X] No [ ]

**Public Notification:** E-Mail: Meetings and Agendas - City Council (03/05/2024)

**Department Approval:** Yanni Demitri, Director of Public Works/City Engineer (02/19/2024)

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### **RECOMMENDATION**

Staff recommends the City Council approve the final plans and specifications and authorize the publication of a notice inviting bids for the Police Station Windows Replacement Project, CIP No. PF-039.

### **BACKGROUND/DISCUSSION**

The original Police Station was built in 1977, however, its building footprint was expanded in 1997 to include an adjacent surface parking lot. The expansion project also included installation of a mosaic and a new façade that spans the entire Duquesne Avenue frontage to visually tie the old and expanded sections of the building together.

Los Angeles Fire Station Numbers 43 and 94 are located just outside the boundaries of the City, and several times per day engines travel along Duquesne Avenue to pass through the City when responding to emergency calls. The high frequency of their sirens blaring has proven disruptive to Police Department operations. The primary purpose of the Police Station Windows Replacement Project (Project) is to significantly reduce the amount of exterior noise that penetrates the interior of the building through removal of the existing single-pane windows and replacing them with double-pane windows. A side benefit will be less energy use as the amount of cool or warm air from the outside that penetrates the interior will be reduced; resulting in less cost to heat and cool the

building .

After completing a competitive process, staff hired Citadel Environmental Services at a cost of \$3,158 to perform a pre-renovation asbestos and lead survey of the windows on the original portion of the building. The resulting report of the samples taken concluded that the presence of lead and asbestos does not exist.

A Request for Proposals (RFP) for engineering design services for the Project was sent to three on-call civil engineering firms who have similar work experience. RTI was selected at a cost of \$29,370 to perform the Project development and design work. The final plans and specifications prepared for the Project are contained in Attachment No. 1 - *Police Station Windows Replacement Project Plans and Specifications*.

Culver City Municipal Code Section § 3.07.090.C requires Public Works Projects exceeding \$150,000 to have their final plans and specifications approved by the City Council prior to their release to competing contractors. The final plans and specifications prepared for the Project are contained in Attachment No. 1 - *Police Station Windows Replacement Plans and Specifications*.

If approved for publishing, a notice inviting bids will be released to competing general contractors by the end of March 2024. Once the bids are received and evaluated, staff will return to the City Council with a recommendation on which general contractor to hire to implement the Project.

## **FISCAL ANALYSIS**

The Adopted Budget for Fiscal Year 2023/2024 includes \$300,000 in CIP No. PF-039 to complete the Project (Account Number 42080000.730100.PF-039).

## **ATTACHMENTS**

1. 2024-03-11 ATT1 Police Station Windows Replacement Project Plans and Specifications

## **MOTION**

That the City Council:

Approve the final plans and specifications and authorize the publication of a notice inviting bids for the Police Station Windows Replacement Project, CIP No. PF-039.