



# City of Culver City

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## Staff Report

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**File #:** 18-0215, **Version:** 1

**Item #:** C-5.

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**CC - (1) Approval of Final Plans and Specifications and (2) Authorization to Publish a Notice Inviting Bids for the Skate Park Office Project, PZ830.**

**Meeting Date:** September 25, 2017

**Contact Person/Dept:** Christopher Evans/PW

**Phone Number:** (310) 253-5604

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐

**Action Item:** ☐

**Attachments:** Yes ☐ No ☒

**Commission Action Required:** Yes ☐ No ☒ **Date:**  
**Commission Name:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (09/20/17)

**Department Approval:** Charles D. Herbertson, Public Works Director/City Engineer (09/12/17)

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### **RECOMMENDATION**

Staff recommends the City Council: (1) approve the final plans and specifications and (2) authorize the publication of a Notice Inviting Bids for the Skate Park Office Project, PZ830 (Project).

### **BACKGROUND/DISCUSSION:**

The Project is to construct a 340 square foot cement block office/restroom building adjacent to the Skate Park located on Jefferson Boulevard adjacent to Leash Lane. The proposed building includes an office for use by Parks Department staff, a storage room and a public restroom for Skate Park patrons.

The Skate Park was developed in response to an unmet community need identified through the Parks and Recreation Master Plan process and community outreach. Construction of the Skate Park was completed as Phase I of the project. Phase II included construction of an ADA ramp, steps and a drinking fountain. Phase III will further the overall project scope by constructing the office/restroom facility. Future Skate Park projects will include installation of a shade structure and an improved seating/viewing area.

City architectural consultant, RTI Consulting, Inc., prepared the Project plans and specifications at a cost of \$21,550.

The estimated range of bids for the project is anticipated to be approximately \$80,000 - \$100,000.

### **FISCAL ANALYSIS**

There is no fiscal impact created by the approval of the plans and specifications for the Project. There is a nominal cost to the City to publish the Notice Inviting Bids, which has been included in the City Council Adopted Budget for Fiscal Year 2017/2018.

### **ATTACHMENTS**

None.

### **RECOMMENDED MOTIONS**

That the City Council:

Approve the final plans and specifications and authorize the publication of a notice inviting bids for construction for the Skate Park Office Project, PZ830.