



# City of Culver City

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## Staff Report

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**File #:** 18-01128, **Version:** 1

**Item #:** C-19.

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**CC - (1) Approval of an Agreement with Asphalt, Fabric & Engineering, Inc. for the Replacement of the Blanco Park Jogging Path for the Base Amount of \$60,330.00; and Authorization to the Public Works Director/City Engineer to Approve Amendments to Such Agreement up to an Additional Amount Not-to-Exceed \$9,050.00 (15% Contingency).**

**Meeting Date:** April 23, 2018

**Contact Person/Dept:** Javier Delacruz / Public Works-Engineering

**Phone Number:** (310) 253-5606

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐

**Action Item:** ☐

**Attachments:** Yes ☐ No ☒

**Public Notification:** (Email) Meetings and Agendas - City Council (04/18/18); (Email/Telephone) All Bidders (04/17/18)

**Department Approval:** Corey Lakin, PRCS Director (04/12/18); Charles Herbertson, Public Works Director/City Engineer (04/16/18)

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### **RECOMMENDATION**

Staff recommends the City Council (1) approve an agreement with Asphalt, Fabric & Engineering, Inc. for the replacement of the Blanco Park Jogging Path for the base amount of \$60,330.00; and (2) authorize the Public Works Director/City Engineer to approve amendments to such agreement in an additional amount not-to-exceed \$9,050.00 (15% Contingency).

### **BACKGROUND/DISCUSSION**

Earlier this year, representatives of the City of Culver City (the City) and the Culver City Unified School District (the District) entered into discussions regarding the current condition of the asphalt track that runs throughout Blanco Park at El Rincon Elementary School. It was agreed that the condition of the track warranted its replacement and that the replacement cost should be split equally between the City and the District. It was also decided that the City would take the lead in obtaining quotes for the project and serve as the Project Manager.

Culver City Municipal Code (CCMC) Section 3.07.085 provides an exemption from the formal bidding

process for professional and personal services, and only requires that the award of a contract be based on competitive quotations, whenever practical, as determined by the City Manager. Per CCMC Section 3.07.085.C.6, this Project falls under the category of "Repair and maintenance service for City-owned or occupied real property and buildings."

The competitive quotes received for this Project by Public Works/Engineering staff are as follows:

\$60,330.00 - Asphalt, Fabric & Engineering, Inc.  
\$66,000.00 - Blackbird Contracting Services, Inc.  
\$79,521.00 - Western Paving Contractors, Inc.

Staff reviewed the quotes and determined that Asphalt, Fabric & Engineering, Inc. submitted the lowest responsive quote. The company possesses a current and active contractor license. Staff contacted Asphalt, Fabric & Engineering, Inc.'s references and has confirmed that they have demonstrated satisfactory performance in completing similar projects.

A cost-sharing Memorandum of Understanding (MOU) has been developed by City staff and signed by the District. Under the terms of the MOU, the City will pay for the replacement of the asphalt jogging path. Within 30 days of the City Council's approval of the contractor's work, an invoice for one-half of the total project cost will be submitted for payment by the District. The District must remit payment to the City within 45 days of receipt of City's invoice. If the City Council approves the agreement with Asphalt, Fabric & Engineering, Inc., the City will execute the MOU.

## **FISCAL ANALYSIS**

There are currently sufficient funds for the replacement of the Blanco Park Jogging Path in the City Council Adopted Fiscal Year 2017/2018 Budget in account number 42080000.730100.PZ554 (Minor Pavement and Concrete Improvements / Improvements Other Than Buildings).

## **ATTACHMENTS**

None.

## **MOTION**

That the City Council:

1. Approve an agreement with Asphalt, Fabric & Engineering, Inc. for the replacement of the Blanco Park Jogging Path for the base amount of \$60,330.00; and
2. Authorize the Public Works Director/City Engineer to approve amendments to such agreement in an addition amount not-to-exceed \$9,050.00 (15% contingency); and,
3. Authorize the City Attorney to review/prepare the necessary documents; and,

4. Authorize the City Manager to execute such documents on behalf of the City.