



AGENDA REPORT

Meeting Date: April 6, 2010
Item Number: G-13
To: Honorable Mayor & City Council
From: Alan Schneider, Director of Project Administration
Subject: APPROVAL OF THE AWARD OF A CONTRACT TO TROPICAL CREATIONS, INC. FOR THE BRIDLE PATH AT COLDWATER CANYON PARK PROJECT; AND APPROVING PLANS AND SPECIFICATIONS THEREFOR; AND
APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$91,576 TO TROPICAL CREATIONS, INC. FOR THE CONTRACT WORK

Attachments:

1. Agreement
2. Categorical Exemption

RECOMMENDATION

Staff recommends that the City Council move to approve the award of a contract to the lowest responsible bidder, Tropical Creations, Inc. for the Bridle Path at Coldwater Canyon Park (Project) in the amount of \$83,076; approve the construction contingency of \$8,500; approve the plans and specifications for the Project, dated February 4, 2010, which are adopted and approved with respect to design criteria; and approve a purchase order in the amount of \$91,576.

INTRODUCTION

On October 6, 2009, the City Council approved the concept of installing a replica sign and small trail section indicative of the City's past Bridle Path system at a location along Coldwater Canyon just north of Fire Station No. 2. This location was selected due to its proximity to a section of what used to be a functioning bridle path behind the Fire Station. A partnership was presented at the time of approval that would include a financial contribution toward the project's costs from the Beverly Hills Historical Society and the Beverly Hills Rotary Club. That partnership remains as staff would now like to move the project forward.

DISCUSSION

As initially presented to the City Council, the Beverly Hills Rotary Club committed \$8,500 and the Beverly Hills Historical Society pledged \$5,000. Additionally, staff asked for the

sum of \$3,500 from the City to secure the necessary funds to meet the architect's estimate of \$17,000 for the construction and installation of the historical sign, underlying path and informational signage. Additionally, staff requested \$30,000 to be earmarked from unencumbered funds associated with a CIP park improvement construction fund. The purpose of the additional funds was to enhance the surrounding area with landscaping improvements and to better reflect on the area as a gateway to the adjacent Coldwater Reservoir Park that was under active construction and is now nearing completion. The sum of all anticipated project funding needs was \$47,000 as proposed and intended at that time.

Since the time of the initial proposal, the Beverly Hills Rotary Club and the Beverly Hills Historical Society are proposed as equal financial partners at \$5,000 each. Additionally, in further assessing the site, staff is proposing the installation of a new irrigation system since the existing system was discovered to have a main line leak, an outdated and inefficient controller and also has segments of galvanized metal piping, which is a dated standard and should be updated. At present, the City does not have the ability to remotely control the irrigation system at this segment of the park and wishes to invest in the technology necessary for this to occur. The new Coldwater Reservoir Park will have such capabilities, as does the existing portion of the park west of Coldwater Canyon Drive. Costs for these additional improvements over that which was initially anticipated equates to the difference of approximately \$36,000.

Bid documents were prepared for the project by Community Design Works Group that specifies improvements to a defined portion of Coldwater Canyon Park adjacent to Fire Station No. 2. The base bid includes the following scope of work:

- Demolition of existing concrete walk and curb, removal of existing irrigation and turf, shrubs and groundcover, and irrigation controller;
- installation of new irrigation and Motorola 24 station controller with radio antenna in a stainless steel enclosure;
- installation of new shrubs and groundcover;
- construction of a "trail" sign arch, including sign panel with decorative detailing; and
- construction of a stone clad masonry monument pilaster

Five firms were issued bid documents for this project, and on February 23, 2010, two bids were received. The bids results are as follows:

<u>Bidder</u>	<u>Base Bid</u>
Tropical Creations, Inc.	\$83,076
Park West Landscape	\$99,866

The low bidder, Tropical Creations, Inc., submitted a responsive bid, and as reported by the State Contractors Licensing Board, their license is current and in good standing. Review of the firm's references indicates that the firm has successfully executed similar work.

Staff recommends acceptance of Tropical Creations, Inc.'s base bid for the contract amount of \$83,076. In addition, a contingency of \$8,500 is recommended for changes due to unforeseen conditions to complete the work.

The bid documents specify a 45 calendar day completion period for the work, establishing a contract start date in April 2010 and completion in June 2010.

The Department of Community Development has reviewed the project for environmental impact and concluded that the project qualifies for a categorical exemption under the procedures adopted by the City of Beverly Hills, and no further environmental assessment is necessary.

FISCAL IMPACT

Funding for this contract work is available in the FY 09-10 Capital Improvement Program (CIP) budget in two projects as follows:

- \$61,576 from the Park Facilities Maintenance and Improvements, project #0315
- \$30,000 from the Water Enterprise Fund, Irrigation Upgrades, project #602



Scott G. Miller
Finance Approval



David D. Gustavson
Approved By



APPENDIX A

FORM OF CONTRACT

This contract ("Contract") is entered into by and between the City of Beverly Hills ("City"), a California municipal corporation, and TROPICAL CREATIONS, INC., a Corporation, whose address is 14560 Calvert Street, Van Nuys, CA 91411.

In consideration of the agreements herein contained, the parties agree as follows:

1. **WORK TO BE PERFORMED.** Contractor shall furnish at Contractor's own expense all labor, materials, supplies, equipment, tools, transportation and other items of expense necessary to complete in a workmanlike manner all Work in accordance with the terms and conditions of the Contract, except for the labor, materials, supplies, equipment, tools, transportation and other items of expense as may be required to be furnished by the City. The Work is defined in detail in the Contract Documents, which govern the interpretation and performance of this Contract, but may be generally described as follows:

BRIDLE PATH AT COLDWATER CANYON PARK

Item Description: Improvements to a portion of Coldwater Canyon Park to construct a bridle path signage structure including related demolition, irrigation and planting at the site, located at 1100 N. Beverly Drive, Beverly Hills, California 90210.

2. **CONTRACT DOCUMENTS.** This contract consists of this Form of Contract and the following Contract Documents, including all exhibits, appendices, addenda, drawings, specifications and documents therein and attachments thereto, all of which are by this reference incorporated herein and made a part of this Contract:

- SECTION 1: NOTICE INVITING BIDS**
- SECTION 2: INSTRUCTIONS TO BIDDERS**
- SECTION 3: SPECIAL CITY REQUIREMENTS**
- SECTION 4: GENERAL SPECIFICATIONS**
- SECTION 7: ADDITIONAL FORMS**
- APPENDIX B: SCOPE OF WORK**
- APPENDIX C: PAYMENT PROCEDURES**
- APPENDIX D: BID FORM**
- APPENDIX E: TECHNICAL SPECIFICATIONS**

as contained in City's Bid Document for Bid No. 10-27, dated February 4, 2010 and

- SECTION 5: BIDDER'S BID**
- SECTION 6: SIGNATURE PAGE AND LEGAL STATUS**

of Contractor's Bid in response thereto, all of which are incorporated herein by reference, and all of which shall comprise the Contract Documents for this Contract. If any item of the Scope of Work, Payment Schedule, or any other item of the Bid Package is modified by either of the parties or arrived at by negotiation between the parties, that item as finally agreed upon by the parties shall also become a Contract Document, it shall supersede the corresponding item of the Bid Package, if any, and it shall be subject to all terms and conditions of the Contract.

3. **PERFORMANCE PERIOD.** Contractor shall commence Work after execution of the Contract, and shall complete all Work in 45 calendar days from the date of Notice To Proceed as set forth in the Contract Documents.

4. PAYMENT. City shall pay Contractor as full consideration for the satisfactory performance by Contractor of all Work required under this Contract the sum of Eighty Three Thousand Seventy Six Dollars (\$83,076.00), payable as provided in the Contract Documents.

5. The City Manager or his designee shall administer the terms of the Agreement on behalf of the City.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed as of the date stated below.

DATED: _____

DATED: _____

CITY OF BEVERLY HILLS
"City"

"Contractor"

JIMMY DELSHAD
Mayor

By: _____

ATTEST:

BYRON POPE
City Clerk

APPROVED TO FORM:

APPROVED AS TO CONTENT:

LAURENCE S. WIENER
City Attorney

JEFFREY KOLIN
City Manager

DAVID D. GUSTAVSON
Director of Public Works & Transportation

ALAN SCHNEIDER
Director of Project Administration

KARL KIRKMAN
Risk Manager



www.beverlyhills.org

COMMUNITY DEVELOPMENT DEPARTMENT

455 N. Rexford Drive
Beverly Hills, CA 90210-4817
(310) 285-1123
FAX: (310) 858-5966

CITY OF BEVERLY HILLS

Categorical Exemption

NAME OF PROJECT Bridle Path at Coldwater Canyon Park

LOCATION 1100 N. Beverly Drive, Beverly Hills, California

TYPE OF BUSINESS (IF COMMERCIAL) City Park

PROJECT DESCRIPTION Renovate a portion of Coldwater Canyon Park (adjacent to Fire Station No. 2) of approximately 18,000 SF including new irrigation, landscape planting and construction of a "bridle path" arbor and signage.

APPLICANT'S NAME City of Beverly Hills PHONE 310-285-1188

APPLICANT'S ADDRESS Project Administration, 345 Foothill Road

CITY Beverly Hills, CA ZIP 90210

IF DIFFERENT, PROVIDE:

AGENT'S NAME PHONE

AGENT'S ADDRESS

CITY ZIP

The undersigned, having received this project for processing, has reviewed it for environmental impact and concluded that the project qualifies for a categorical exemption under the procedures adopted by the City of Beverly Hills and no further environmental assessment is necessary.

Applicable Exemption Class CEQA Guidelines Section 15301 (c)

COMMENTS: This CEQA exemption applies to minor alteration of pedestrian trails with negligible or no expansion of the existing use. The project seeks to beautify an existing City Park pedestrian path through the installation of landscaping and associated irrigation and identifying signage without expanding the existing use.

REVIEWED BY: David Reyes Date: March 15, 2010

FEE \$ (See current Planning Department Fee Schedule)