



## AGENDA REPORT

**Meeting Date:** December 21, 2010

**Item Number:** F-21

**To:** Honorable Mayor & City Council

**From:** Alan Schneider, Director of Project Administration  
Charles Ackerman, Project Administrator

**Subject:** APPROVAL OF THE AWARD OF A CONTRACT TO AMERICAN LANDSCAPE CORPORATION FOR PROP A MAINTENANCE IRRIGATION DEVICE REPLACEMENT IN SELECTED AREAS OF BEVERLY GARDENS PARK; AND APPROVING PLANS AND SPECIFICATIONS THEREFOR; AND  
  
APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$66,457 TO AMERICAN LANDSCAPE CORPORATION FOR THE CONTRACT WORK

**Attachments:**

1. Form of Contract
2. Categorical Exemption

---

### **RECOMMENDATION**

It is recommended that the "City Council approve the award of a contract to the lowest responsible bidder, American Landscape Corporation for Prop A Maintenance Irrigation Device Replacement in Selected areas of Beverly Gardens Park Project" in the amount of \$60,457; approve the construction contingency of \$6,000 and delegate the authority to approve change orders to the Director of Public Works & Transportation, as defined in the purchasing ordinance; approve the plans and specifications for the Project, dated August 27, 2010, which are adopted and approved with respect to design criteria; and approve a purchase order in the amount of \$66,457.

### **INTRODUCTION**

The City has been awarded grants through the Los Angeles County Regional Park and Open Space District under Prop A for park maintenance. Grant No. 58B4-01-1254 is for extraordinary maintenance work at Beverly Gardens Park. In the interests of maintaining the efficiency of its park infrastructure, these funds are for the replacement of irrigation equipment in four blocks of Beverly Gardens Park. The four blocks are bordered to the east by North Doheny Drive and to the west by Arden Drive. The proposed contract is for implementation of the irrigation upgrades.

**DISCUSSION**

The landscape architectural firm, Community Works Design Group, was engaged to design the project and prepare construction plans and specifications. The scope of work includes replacement of irrigation components, including backflow devices, enclosures, flow meters/master valves, solenoid valves, irrigation heads, quick couplers, and other irrigation related equipment. The irrigation piping will not be replaced. Instead, the contractor will remove the device to be replaced and install a new device into existing piping as per the specifications and details, which supplies equal or improved coverage in comparison to the device being replaced.

The project was advertised in the local Beverly Hills newspapers and the construction trade plan room, McGraw-Hill Construction Information Group (Dodge Report). Eight firms attended the mandatory job walk and obtained bid documents for this project.

On September 22, 2010, three bids were received. The bids results are as follows:

<u>Bidder</u>	<u>Total Base Bid</u>
American Landscape Corporation	\$60,457.00
Tropical Creations Corporation	\$71,124.00
Mariposa Landscape Corporation	\$75,982.00

The low bidder, American Landscape Corporation, submitted a fully 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 that the base bid be accepted as the contract work. The total contract amount is \$66,457. In addition, a contingency of \$6,000 (approximately 10% of the contract amount) is recommended for change due to unforeseen conditions to complete the work. The consultant's pre-bid estimate was \$85,000.

The bid documents specify a 60 calendar day completion period for the work, resulting in completion of the project in March 2011.

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 through Prop A funding and has been reviewed and approved by Los Angeles County. A Maintenance and Servicing Payment Request for release of the funds will be submitted to the County to begin the work.

  
\_\_\_\_\_  
Scott G. Miller  
Finance Approval

  
\_\_\_\_\_  
David D. Gustavson  
Approved By

# **Attachment 1**

**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 American Landscape, Inc. a Coporation, whose address is 7013 Owensmouth Ave. Canoga Park, CA. 91303.

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:

**PROP A MAINTENANCE IRRIGATION DEVICE REPLACEMENT IN SELECTED AREAS OF BEVERLY GARDENS PARK**

Item Description: Replacement of irrigation equipment as listed in four (4) blocks of Beverly Gardens Park, located at various locations in 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. 11-05, dated August 27, 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 60 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 Sixty Thousand Four Hundred Fifty Seven Dollars (\$60,457.00), 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"  
American Land Scape, Inc.

\_\_\_\_\_  
JIMMY DELSHAD  
Mayor

By: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

\_\_\_\_\_  
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

\_\_\_\_\_  
ALAN SCHNEIDER  
Director of Project Administration

\_\_\_\_\_  
KARL KIRKMAN  
Risk Manager

# **Attachment 2**



COMMUNITY DEVELOPMENT DEPARTMENT

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

www.beverlyhills.org

CITY OF BEVERLY HILLS

Categorical Exemption

NAME OF PROJECT Prop A Maintenance Irrigation Device Replacement in Selected Areas of Beverly Gardens Park.

LOCATION 4 Blocks of Beverly Gardens along Santa Monica Blvd., Beverly Hills, California

TYPE OF BUSINESS (IF COMMERCIAL) City Park

PROJECT DESCRIPTION Replacement of irrigation components, including backflow devices, enclosures, flow meters/master valves, solenoid valves, irrigation heads, quick couplers, and other irrigation related equipment.

APPLICANT'S NAME City of Beverly Hills PHONE 310-285-1132

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 Class 1 and Class 2

COMMENTS Maintenance of existing facilities and infrastructure, and replacement of existing facilities and infrastructure.

REVIEWED BY [Signature] Date 12/14/2010