



AGENDA REPORT

Meeting Date: October 15, 2013
Item Number: D-11
To: Honorable Mayor & City Council
From: Donielle Kahikina, Project Manager

Subject: APPROVAL OF THE AWARD OF CONTRACT TO LANDSCAPE SUPPORT SERVICES, INC. FOR THE ROXBURY PARK FIELD RENOVATION AND MAINLINE REPLACEMENT PROJECT; AND APPROVING PLANS AND SPECIFICATIONS THEREFOR; AND APPROVAL OF PURCHASE ORDERS TO LANDSCAPE SUPPORT SERVICES, INC. FOR THE CONTRACT WORK IN THE TOTAL AMOUNT OF \$645,684

Attachments: 1. Form of Contract

RECOMMENDATION

Staff recommends that the "City Council move to (1) approve the award of contract to Landscape Support Services, Inc., for the construction of the Roxbury Park Field Renovation and Mainline Replacement Project"; (2) approval of a construction contingency in the amount of \$25,000 and delegate the authority to approve change orders to the Director of the department as provided in Beverly Hills Municipal Code Section 3-3-111; (3) approve the plans and specifications for the Project, dated August 20, 2013, with respect to design criteria; and (4) approve a purchase order in the amount of \$645,684.

INTRODUCTION

The proposed project consists of drainage and irrigation improvements to the baseball and soccer field, and replacement of the irrigation mainline for the park.

DISCUSSION

The condition of the field turf has been problematic for a number of years. The primary reason is substandard drainage of the surface that doesn't promote good turf growth, and also results in muddy conditions. Renovation of the multi-use field through the

addition of drain tiles will relieve soil compaction caused by heavy use of the field, and will result in improved user safety and field recovery time.

The irrigation mainline for the park was installed in 1985 as part that park renovation. At that time, the galvanized line was replaced with PVC pipe with ceramic couplers. Due to its age and coupling material used, the line is now failing at the ceramic coupler locations. The replacement will include upgrading these couplers to an industry standard PVC material which has a longer life span. Additionally, the solenoid valves that control the irrigation zones are failing and will be replaced as an industry best practice.

This project was reviewed at various stages by the Recreation and Parks Liaison Committee as a part of the master plan upgrades at Roxbury Park. Upon direction to proceed, staff engaged the services of landscape architecture firm, Community Works Design Group, to prepare the construction plans and specifications suitable for public bidding. The project was advertised in the Beverly Hills newspapers, required trade journals and posted on the City's website.

Twelve firms attended the mandatory pre-bid meeting for this project and on October 3, 2013, a total of 3 bids were received. The bids were received as follows

	<u>Landscape Support Services</u>	<u>American Landscape</u>	<u>CleanCut Landscape</u>
Base Bid	\$620,684	\$658,073	\$824,400

The low bid, submitted by Landscape Support Services (LSS), is within 10% of the engineer's estimate, and the previously established budget of \$580,000 for the field renovation and mainline replacement. Based on the analysis of the overall bid results the project can be completed as envisioned within the approved budget.

The second low bidder, American Landscape, submitted a bid protest letter post-bid. After review by the City Attorney's office, it has been determined that there is no basis to dismiss the low bidder LSS. Therefore, staff recommends acceptance of the base bid resulting in a total construction award amount of \$620,684

The bid documents specify a 60 day (two month) completion period for the contract work. An additional 6 week period is necessary field growth and establishment. The anticipated project start date is December 2013 with completion in March 2014.

A contingency for the project has been included to cover unforeseen conditions. The total contingency for the project is \$25,000. Expenditures from the contingency are made utilizing the Change Order process in the Municipal Code upon adequate written justification and substantiation.

FISCAL IMPACT

The total contract amount of \$645,684 (including the contingency) has been budgeted for in the FY 13-14 Capital Improvement Program (CIP) budget approved by the City Council for the Roxbury Park Project #0914 and Park Mainline Irrigation Replacement Project #0250.

Don Rhoads
Finance Approval



David Lightner
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, Landscape Support Services, a California Corporation, whose address is 15260 Ventura Blvd., Suite 1150, Sherman Oaks, CA 91403.

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:

ROXBURY PARK FIELD RENOVATION AND MAINLINE REPLACEMENT PROJECT

Item Description: The project scope consists the renovation of the ballfield outfield/soccer field (Bid Area 1 per construction documents) and the replacement of the Irrigation Mainline valves and wires for the park (Bid Area 2 per construction documents) at Roxbury Memorial Park, Beverly Hills, CA 90212.

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

as contained in City's Bid Document for Bid No. 14-09, dated August 20, 2013 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 Six Hundred Twenty Thousand Six Hundred Eighty Four Dollars (\$620,684), 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"

JOHN MIRISCH
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 LIGHTNER
Director of Capital Assets

ALAN SCHNEIDER
Director of Project Administration

KARL KIRKMAN
Risk Manager