



## CITY OF BEVERLY HILLS STAFF REPORT

**Meeting Date:** March 4, 2014  
**To:** Honorable Mayor & City Council  
**From:** Trish Rhay, Utilities Manager   
**Subject:** Emergency Repair Work at the La Cienega Tennis Center  
**Attachments:** 1. Memo from City Manager, Jeffrey Kolin

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### INTRODUCTION

Emergency contract work was completed at the La Cienega Tennis Center in September 2013. This is an informational item notifying the City Council that this work required immediate response and pursuant to the Beverly Hills Municipal Code ("B.H.M.C.") the City Manager authorized this work to be completed without bidding or prior City Council authorized expenditures.

### DISCUSSION

On September 12, 2013, Terry Wagner, Facilities Maintenance Division, was contacted to respond to water damage at the La Cienega Tennis Center. A site visit found an active roof leak, significant water damage and signs of extensive mold growth. KRB Construction, a company currently under contract with the City of Beverly Hills, was contacted to expedite the containment and cleanup.

The initial repairs were estimated to be \$19,200 and the contractor was directed to start work immediately. However, as work was underway, it became apparent further mitigation of the water damage and subsequent mold growth was needed. Facility's staff worked closely with the Contractor throughout the cleanup and is confident that the work was completed in an effective and efficient manner. The final cleanup cost totaled \$53,800.

The B.H.M.C. authorizes the City Manager to order the replacement of a public facility in an emergency, without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contracts. (B.H.M.C. 3-3-303.) If that action is ordered and no notice for bids is given, the City Manager must report to the City Council the reasons

justifying why the emergency did not permit a delay resulting from a competitive solicitation for bids and why the action was necessary to respond to the emergency. (Public Contract Code § 22050(b)(3).)

Given the urgent need and final estimated costs, Public Works Services requested authorization to award an emergency contract from the City Manager. Authorization was approved by City Manager, Jeffrey Kolin. This packet is intended to provide City Council with the background and required notification of this emergency contract award.

**FISCAL IMPACT**

Approval of the emergency agreement will be an additional \$53,800.00 of expenditures in Facilities' Ongoing Contractual Services. Costs will be covered by existing program budget.

**RECOMMENDATION**

No action needed as this is an informational item..

Don Rhoads   
Finance Approval

  
George Chavez  
Approved By

# **Attachment 1**



**CITY OF BEVERLY HILLS**  
**PUBLIC WORKS**  
**MEMORANDUM**

**TO:** Honorable Mayor and City Council

**FROM:** Jeffrey C. Kolin, City Manager 

**DATE:** February 10, 2014

**SUBJECT:** Emergency Repair Work at the La Cienega Tennis Center

**ATTACHMENT:** 1. Phase I & II Invoices

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This memo is to notify Council of emergency contract work that was completed in September of this year. This work required immediate response and therefore was awarded under the following municipal code.

The Municipal Code authorizes the City Manager to order the replacement of a public facility in an emergency, without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contracts. (B.H.M.C. 3-3-303.) If that action is ordered and no notice for bids is given, the City Manager must report to the City Council within a specified time period the reasons justifying why the emergency did not permit a delay resulting from a competitive solicitation for bids and why the action was necessary to respond to the emergency. (Public Contract Code § 22050(b)(3).

Below details emergency repair work that was required at the subject address.

On September 12, 2013, Terry Wagner, Facilities Maintenance Division, was contacted to respond to water damage at the LaCienega Tennis Center. During a site visit the following day, Terry found an active roof leak, significant water damage and signs of extensive mold growth. Terry immediately contact KRB Contractors, a company currently under contract with the City of Beverly Hills.

Following an inspection, KRB provided a proposal for emergency repairs. It was determined that the water damage resulted from an long term undetected roof leak. The extensive damage required immediate repairs to maintain structural integrity and mitigate the potential for mold and air quality concerns for building occupants. The initial repairs was estimated to be \$19,200 and the contractor was directed to start work immediately. However, as work was underway, it became apparent further mitigation of the water damage and subsequent mold growth was needed. Facility's staff worked closely with the contractor throughout the cleanup and are confident that the work was completed in an effective and efficient manner. The final cleanup cost totaled \$53,200.