



## Legislation Text

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**File #:** 16-0532, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Mark Danaj, City Manager

**FROM:**

Stephanie Katsouleas, Director of Public Works  
Prem Kumar, City Engineer

**SUBJECT:**

Award a Construction Management Services Contract to Onward Engineering in the Amount of \$50,000 for the Community Development Block Grant (CDBG) Curb Ramps Construction Project (Public Works Director Katsouleas).

**APPROVE**

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**RECOMMENDATION:**

Staff recommends that the City Council:

Authorize the City Manager to execute a Construction Management Services Contract with Onward Engineering (OE) in the amount of \$50,000 for the CDBG Curb Ramps Construction Project.

Authorize the City Manager to increase compensation up to an additional \$10,000 (20%) if needed in case the project duration is extended due to unforeseen construction issues and the services provided by OE are still needed.

**FISCAL IMPLICATIONS:**

Funding for the CDBG Curb Ramps Construction Project was approved as part of the City's Capital Improvement Plan (CIP) by the City Council in the amounts indicated in the Budget and Expenditure Report (Attachment No. 1).

The allocated CDBG funds must be utilized by April 2017 and all applicable documents submitted to the Los Angeles County Community Development Commission (LACDC) by June 2017.

**BACKGROUND:**

The City of Manhattan Beach has participated in the CDBG Program implemented by the LACDC for the past 20 years. On September 6, 2016 the City Council conducted a Public Hearing and adopted Resolution No. 16-0054 authorizing the use of funds for the construction of accessible curb ramps consistent with the approved 2017-2021 Capital Improvement Plan (CIP). This CDBG Curb Ramps Construction Project will remove existing curb barriers to construct 55 accessible curb ramps at 31 street intersections near schools and other high pedestrian use areas throughout the City (see

Attachment 2, CDBG Curb Ramps Construction Project Location Map).

### **DISCUSSION:**

The Public Works Department issued a competitive Request for Proposals on September 9, 2016 inviting qualified firms to provide construction management services including inspection and labor compliance oversight for the CDBG Curb Ramps Construction Project. This selected consultant will ensure that the contractor will construct the Project in accordance with the contractual stipulations in the City prepared construction bid documents including all CDBG requirements stated therein. This consultant will provide oversight of the construction contractor's scope of work which includes the following:

1. Constructing 55 concrete curb access ramps citywide
2. Constructing concrete cross-gutters and spandrels.
3. Remove and replace portions of concrete sidewalk
4. Restore approximately 44 existing survey markers

A total of six (6) proposals were received from qualified firms by October 11, 2016. Proposals were evaluated and ranked by an evaluation committee of City staff according to the following selection criteria:

- Demonstrated understanding of the scope of services
- Key personnel qualifications and experience with similar projects
- Project management methods and quality control/assurance

Based on the selection criteria, OE had the best overall proposal. OE's assigned staff has excellent experience on similar projects, identified and understands the key project issues, and proposed an appropriate level of staffing for the size and complexity of the project. Their scope of work and methodology was clearly outlined to complete the project in a timely manner. The cost for the construction management services of the CDBG Curb Ramps Construction Project is \$50,000. OE's Professional Services Agreement (Attachment 3) does include a provision for City Manager to authorize an amendment to the agreement up to an additional \$10,000 if the duration of the project is extended due to unforeseen construction related issues.

### **POLICY ALTERNATIVES:**

Do not approve the proposed construction management services contract for this project.

#### **PROS:**

Funding would not have to be spent for this project. There will be no disruption to the public due to construction activity.

#### **CONS:**

Public Works staff has determined that these recommended access ramps are needed to improve pedestrian mobility. The CDBG grant will expire if the funds are not expended in a timely manner.

### **PUBLIC OUTREACH/INTEREST:**

OE's scope of work includes community coordination and addressing any public concerns during

construction.

### **ENVIRONMENTAL REVIEW**

The City has reviewed the proposed project for compliance with the California Environmental Quality Act (CEQA) and has determined that the project qualifies for a Class 1(c) categorical exemption pursuant to Section 15301, Existing Facilities, of the State CEQA Guidelines. Thus, no further environmental review is necessary.

### **LEGAL REVIEW**

The City Attorney has reviewed and approved the proposed Professional Services Agreement as to form.

### **Attachments:**

1. Budget and Expenditure Report
2. CDBG Curb Ramp Construction Project Location Map
3. Professional Services Agreement for Onward Engineering