



## REPORT TO CITY COUNCIL

**DATE:** NOVEMBER 13, 2013  
**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**FROM:** GREG RAMIREZ, CITY MANAGER   
**BY:** RAMIRO ADEVA, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER   
**SUBJECT:** NOTICE OF COMPLETION FOR THE REYES ADOBE ROAD  
SIDEWALK IMPROVEMENT PROJECT; NIB 13-02

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On June 26, 2013, the City Council authorized the contract award for the Reyes Adobe Road Sidewalk Improvement Project; NIB 13-02, to DPM Company in the amount of \$146,355.00. The scope of work consisted of constructing approximately 1,360 feet of sidewalk, installing handrails, and restriping a portion of the road along the east side of the northerly terminus of Reyes Adobe Road.

The Las Virgenes Unified School District (LVUSD) allocated \$281,000 of Measure G funds for the entire construction phase of the project. Because the City was not in a financial position to make a cash contribution to the project, an in-kind contribution was made by utilizing City staff to complete the design phase, prepare the construction documents (plans, specifications, and estimates), and coordinate with the City Attorney to draft the Memorandum of Understanding (MOU). In addition, staff provided contract administration and construction management through the duration of the project.

There were a total of five (5) change orders totaling \$15,273.24. The following is a breakdown of the costs associated with each change order:

- |  |            |
|--|------------|
| 1. Patch existing damaged curb.                                | \$1,556.00 |
| 2. Sandblast road for revised striping.                        | \$2,250.00 |
| 3. Revise striping on southern portion of Reyes Adobe Rd.      | \$4,376.00 |
| 4. Repair existing damaged fence by school bridge.             | \$1,331.91 |
| 5. Remove hatching, extend red curb, add signage and markings. | \$5,759.33 |

In addition to the above construction costs, there were ancillary project costs not included in the construction contract. Those costs included soil and material testing (Twining), removing a streetlight, repainting red curb, repairing a damaged fence, and additional striping revisions requested by the LVUSD. Staff utilized the City's contractors to reduce delays, provide easier coordination with the construction of the sidewalk, and reduce the overall LVUSD costs. Therefore, the total cost to complete all remaining construction, plus all ancillary construction items, were as follows:

DPM Company costs	\$161,628.24
Ancillary project cost	\$ 12,858.69
<b>TOTAL CONSTRUCTION COSTS:</b>	<b>\$174,486.93</b>

The work was completed within budget, performed to the satisfaction of staff, and is expected to serve the community well for many years to come.

**RECOMMENDATION**

Staff respectfully recommends the City Council:

1. Approve and accept as complete the work of DPM Company for the Reyes Adobe Road Sidewalk Improvement Project; NIB 13-02.
2. Authorize the Director of Public Works/City Engineer to sign the Notice of Completion for the project and authorize the City Clerk to forward the Notice of Completion to the County recorder for recordation.

Attachment: Notice of Completion

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:

NAME  
STREET ADDRESS  
CITY, STATE, ZIP

CITY OF AGOURA HILLS  
30001 Ladyface Court  
Agoura Hills, CA 91301

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**NOTICE OF COMPLETION**

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for Complete requirements.) Notice is hereby given that:

- 1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- 2. The full name of the owner is CITY OF AGOURA HILLS
- 3. The full address of the owner is 30001 LADYFACE COURT, AGOURA HILLS, CA 91301
- 4. The nature of the interest or estate of the owner is: In fee.

\*

(IF OTHER THAN FEE, STRIKE "IN FEE" AND INSERT, FOR EXAMPLE, "PURCHASER UNDER CONTRACT OF PURCHASE, OR "LESSEE")

- 5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:
- | NAMES | ADDRESSES |
|-------|-----------|
| _____ | _____     |
| _____ | _____     |

- 6. The full names and full addresses of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work or improvements herein referred to:

NAMES	ADDRESSES
_____	_____
_____	_____

- 7. A work of improvement on the property hereinafter described was completed on \*November 13, 2013. The work done was:  
\*Reyes Adobe Road Sidewalk Improvement Project, NIB 13-02

- 8. The name of the contractor, if any, for such work of improvement was \*DPM Company

(IF NO CONTACTOR FOR WORK OF IMPROVEMENT AS A WHOLE, INSERT "NONE")

(DATE OF CONTRACT)

- 9. The property on which said work of improvement was completed is in the City of Agoura Hills, County of Los Angeles, California and described as follows:  
Along Reyes Adobe Road.

- 10. The street address of said property is \*\*None.

(IF NO STREET ADDRESS HAS BEEN OFFICIALLY ASSIGNED, INSERT "NONE".)

Dated: \* \_\_\_\_\_  
City Clerk (SIGNATURE OF OWNER OR CORPORATE OFFICER OF OWNER NAMED IN PARAGRAPH 2 OR HIS AGENT)

**VERIFICATION**

I, the undersigned, say: I am the Director of Public Works/ City Engineer, the declarant of the foregoing notice of completion;  
( "PRESIDENT OF", "MANAGER OF", "PARTNER OF", "OWNER OF", ETC.)

I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on \* \_\_\_\_\_ at AGOURA HILLS, COUNTY OF LOS ANGELES, CALIFORNIA  
(Date) (City, County, & State)

Ramiro Adeva, III

(Personal signature of the individual who is swearing that the contents of the Notice of Completion is true.)