

## REPORT TO CITY COUNCIL

**DATE:** DECEMBER 12, 2018

**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 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) OLD AGOURA PARK ACCESSIBILITY IMPROVEMENT PROJECT #601922-17; NIB 18-01

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On September 28, 2016, the City Council approved Resolution No. 16-1824, which allocated \$185,989 of Community Development Block Grant (CDBG) funds toward the Old Agoura Park Accessibility Improvement Project #601922; NIB 18-01. The scope of work consisted of: 1) providing a new, relocated cross walk on Driver Avenue, adjacent to and east of the existing street bridge; 2) installing a new pedestrian bridge within the park, spanning Chesebro Creek; and, 3) providing a new, accessible path of travel from the bridge to the existing play equipment located on the west side of Chesebro Creek.

Due to the approximate four-month lead time to fabricate the pedestrian bridge, staff was required to purchase the bridge directly from Excel Bridge Manufacturing Company in order to meet the CDBG funding deadline. The total cost of the pedestrian bridge was \$68,500.

On March 19, 2018, the City received one (1) sealed bid from Cerco Engineering. On May 22, 2018, the Los Angeles County Community Development Commission (CDC) informed the City of their intent to deny eligibility of CDBG funding for the project; deeming bids were non-competitive since only one bid was received. While the CDC confirmed no fault in the City's bid process, they stated it is a federal procurement requirement that all projects funded with federal money must have two (2) or more bidders to be deemed "competitive".

On May 23, 2018, the City Council considered various options which included rejecting the single bid and re-advertising the project. Realizing re-bidding may yield similar results, and to prevent further delays, the City Council awarded the construction contract to Cerco Engineering, in the amount of \$89,265. As part of the approval, \$50,000 of General Funds from each of the FY 2017/18 and 2018/19 Budgets were allocated to replace the CDBG funding. As a result, the City Council directed staff to pursue other eligible projects where the CDBG funds could be used.

There was one (1) change order issued for the project in the amount of \$11,541. The change order covers the costs of additional equipment and materials that were necessary to complete the drilling operations after the contractor encountered unanticipated conditions. The total revised construction cost for the project is \$100,806. The work was performed to the satisfaction of staff and is expected to serve the community well for many years.

## **RECOMMENDATION**

Staff respectfully recommends the City Council:

1. Approve, and accept as complete, the work by Cerco Engineering for the CDBG Old Agoura Park Accessibility Improvement Project #601922-17; NIB 18-01; and
2. Authorize the 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 CITY OF AGOURA HILLS  
STREET ADDRESS 30001 Ladyface Court  
CITY, STATE, ZIP 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 December 12, 2018. The work done was:  
\* Community Development Block Grant Old Agoura Park Accessibility Improvement Project #601922-17; NIB 18-01.

- 8. The name of the contractor, if any, for such work of improvement was Cerco Engineering
- (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:  
Old Agoura Park within the City of Agoura Hills

- 10. The street address of said property is 5301 Chesebro Road, Agoura Hills, CA 91301  
(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)

Nathan Hamburger

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