

## REPORT TO CITY COUNCIL

**DATE: JANUARY 24, 2024**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: NATHAN HAMBURGER, CITY MANAGER**

**BY: JESSICA FORTE, PUBLIC WORKS DIRECTOR / CITY ENGINEER**

**SUBJECT: NOTICE OF COMPLETION FOR THE FISCAL YEAR 2023-24  
PAVEMENT REHABILITATION PROJECT; NIB 23-01**

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On March 22, 2023, the City Council authorized staff to seek bids for the Fiscal Year (FY) 2023-24 Pavement Rehabilitation Project; NIB 23-01 (Project). The Project included, but is not limited to, the following: crack sealing, localized aggregate base and pavement repair, striping, and pavement maintenance with slurry seal.

The project included the following areas:

- Meadow Vista Way (South Qual Run Drive to North Promontory Place)
- Promontory Place (North Meadow Vista Way to the East End)
- Softwind Way (East Meadow Vista Way to South Hillrise Drive)
- Greengrass Court (West Bridle Glen Street to the East End)
- Deep Shadow Drive (East Softwind Way to the East End)
- Pointed Oak Place (South Softwind Way to the South End)
- Tree Hollow Glen (South Deep Shadow Drive to South End)
- Gladehollow Court (South Hillrise Drive to South End)
- Rock Creek Road (North Trailway Lane to South Quail Run Drive)
- Meadowbrook Place (South Quail Run Drive to the South End)
- Gamebird Court (West Rock Creek Road to the West End)
- Glee Court (South Quail Run Drive to the South End)
- Kiva Court (West Buffwood Place to the West End)
- Buffwood Place (North Hillrise Drive to the South Thousand Oaks Boulevard)
- Oak Path Drive (West Grey Rock Road to the East Grey Rock Road)
- Grey Rock Road (South Thousand Oaks Boulevard to North Quail Run Drive)
- Parkheath Drive (West Argos Street to East Medea Valley Drive)
- Medea Valley Drive (South Valley Heights Drive to Rock Tree Road)
- Rock Tree Road (West Medea Valley Drive to North Rock Vista Drive)
- Rock Vista Drive (East Rock Tree Drive to the East End)
- Agoura Glen Drive (South Valley Heights Drive to North Medea Valley Drive)
- Carell Avenue (North Thousand Oaks Boulevard to South Bardell Drive)
- Garnett Hill Drive (West Carell Avenue to the West End)

- Michelle Drive (West Carell Drive Avenue to the East End)
- Calabria Drive (West Carell Drive to East Calmfield Avenue)
- Misty Court (South Hollow Brook Drive to the South End)
- Gleam Court (South Calabria Drive to the South End)
- Hollow Brook Drive (West Carell Avenue to East Calmfield Avenue)
- Bardell Drive (West End to the East End)
- Calmfield Avenue (South End to South Eagleton Drive)
- Laro Drive (West Calmfield Avenue to East Kanan Road)
- Ladyface Court (Agoura Road to the West End)
- City Hall Parking Lot
- Recreation and Event Center Parking Lot

The funding sources for the Project included \$490,000 of Road Rehabilitation Funds (SB1), and \$165,000 of General Funds for the City Hall and Event Center Parking lots for a total of \$655,000.

The final cost for the project is as indicated in the table below.

Original Contract Amount	\$570,281.78
Quantity Adjustment	-\$34,060.48)
Change Order No. 1	\$22,000.00
Change Order No. 2	\$54,331.00
Change Order No.3	\$7,147.80
Revised Contract Amount	\$619,699.32
Total Budget	\$655,000.00

The original bid was lower than the Engineer's Estimate, which allowed additional funding for the following Change Orders:

- Change Order No. 1 was due to the addition of Thermoplastic Striping on Laro Drive, between Kanan Road and Calmfield Ave and on Eagleton Street between Kanan Road and Acadia Avenue.
- Change Order No. 2 was the addition of Bike Line Lane Conflict Striping on Agoura Road and Reyes Adobe Intersection, Agoura Road & Ladyface Intersection and Agoura Road & Liberty Canyon Road Intersection.
- Change Order No. 3 was due to an increase in the bid item price from Asphalt Removal and Reconstruction. The Greenbook states that when bid item is reduced by more than 25% of it's estimated quantity, a renegotiation of that item's bid price can be adjusted.
- Quantity adjustments are the difference in the Engineer's estimated quantity and the final installed quantity of each bid item. They are generally a result estimating using GIS mapping that varies slightly from the built condition. Actual

installation quantities are calculated using material volumes from truck tickets. These adjustments resulted in a deduction from the initial contract value.

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

### **FICAL IMPACT**

The project has been completed within the approved budget. There is no fiscal impact associated with filing a Notice of Completion.

### **RECOMMENDATION**

Staff respectfully recommends the City Council:

1. Approve, and accept as complete, the work of Mission Paving and Sealing, Inc. for the Fiscal Year 2023-24 Pavement Rehabilitation Project; NIB 23-01; and
2. Authorize the Director of Public Works 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.

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(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 14, 2023 The work done was:  
FY 2023-2024 PAVEMENT REHABILITATION PROJECT

- 8. The name of the contractor, if any, for such work of improvement was MISSION PAVING AND SEALING, INC
- (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 AS DESCRIBED AS FOLLOWS:  
VARIOUS LOCATIONS THROUGHOUT THE CITY OF AGOURA HILLS

- 10. The street address of said property is VARIOUS LOCATIONS THROUGHOUT THE CITY OF AGOURA HILLS
- (IF NO STREET ADDRESS HAS BEEN OFFICIALLY ASSIGNED, INSERT "NONE")

Dated: \* \_\_\_\_\_  
 \_\_\_\_\_  
 Kimberly M. Rodrigues, MMC, City Clerk, City of Agoura Hills (SIGNATURE OF OWNER OR CORPORATE OFFICER OF OWNER NAMED IN PARAGRAPH 2 OR HIS AGENT)

**VERIFICATION**

I, the undersigned, say: I am the Public Works Director/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)

\_\_\_\_\_  
 Jessica Forte, P.E.

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