

REPORT TO CITY COUNCIL

DATE: FEBRUARY 28, 2024

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: JOHN TREICHLER, ADMINISTRATIVE ANALYST
JESSICA FORTE, PUBLIC WORKS DIRECTOR / CITY ENGINEER

SUBJECT: NOTICE OF COMPLETION FOR THE AGOURA HILLS / CALABASAS COMMUNITY CENTER IMPROVEMENT PROJECT HUD NO. B-22-CP-CA-0141; NIB 23-03

On March 8, 2023, the City Council approved an agreement with the U.S. Department of Housing and Urban and Development for a grant of one million dollars (\$1,000,000) that was awarded to the City for the Agoura Hills/Calabasas Community Center (AHCCC) Improvement Project.

On July 28, and August 4, 2023, the City advertised the AHCCC Improvement Project HUD No. B-22-CP-CA-0141; NIB #23-03 (Project). The scope of work for the Project consisted of mobilization/demobilization, painting the interior and exterior of the entire building, and replacing the flooring throughout the entire facility.

At the August 23, 2023, City Council meeting the contract was awarded to Waisman Construction, Inc. for \$997,500, including an additional amount of \$25,000 for Project contingencies from the City's Capital Projects Fund (001). A small amount of contingency funds were used due to some unforeseen issues that required change orders in order for the Project to be completed.

The following "Change Orders" consisted of the gymnasium floor needing to replace all electrical boxes, including door thresholds. The facility flooring was not level for carpet installation, so it required it to be "floated" to ensure all areas were level, this also required the rubber base board to go from 4' to 6'. There also was a change in the carpet product due to availability and the City of Calabasas had the building sign reinstalled.

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

Original Contract Amount	\$997,500.00
Grant Amount	(\$1,000,000.00)
Change Orders	\$16,372.87
Calabasas Portion of Change Orders	-\$8,551.39)

Agoura Hills Portion of Change Orders	-\$5,321.48
Remaining Grant Funds for Change Orders	-\$2,500.00
Total Budget	\$1,013,872.87

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.

FISCAL IMPACT

Funds for this Project were budgeted in the following accounts in the amount of \$1,025,000.00:

- a. # 260-4190-5510.08
- b. # 011-4190-5510.08

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 Waisman Construction, Inc. for the Agoura Hills / Calabasas Community Center Improvements Project HUD No. B-22-CP-CA-0141; NIB 23-03; 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.

(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
City of Calabasas	100 Civic Center Way Calabasas, CA 91302

- 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 30, 2023 The work done was:
AGOURA HILLS / CALABASAS COMMUNITY CENTER IMPROVEMENTS PROJECT NIB # 23-03

- 8. The name of the contractor, if any, for such work of improvement was WAISMAN CONSTRUCTION, INC
September 7, 2023
(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 CALABASAS, COUNTY OF LOS ANGELES AS DESCRIBED AS FOLLOWS:
AGOURA HILLS / CALABASAS COMMUNITY CENTER

- 10. The street address of said property is 27040 MALIBU HILLS ROAD, CALABASAS, CA 91301
(IF NO STREET ADDRESS HAS BEEN OFFICIALLY ASSIGNED, INSERT "NONE")

Dated: February 28, 2024
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 February 28, 2024 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.)