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MAR 5 2019

City of South Gate
CITY COUNCIL

Item No. 9

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

1:20pm

AGENDA BILL

For the Regular Meeting of: **March 12, 2019**

Originating Department: **Public Works**

Department Director: _____

Arturo Cervantes
Arturo Cervantes

City Manager: _____

Michael Flad
Michael Flad

SUBJECT: NOTICE OF COMPLETION FOR THE SOUTH GATE CITY HALL LIGHTING IMPROVEMENTS, CITY PROJECT NO. 502-ARC

PURPOSE: Construction of the South Gate City Hall Lighting Improvements Project (Project) is complete and the retention payment to the contractor is due. Section 7107 of the Public Contract Code requires the City to accept completion of the construction of the project and issue public notice of such, prior to releasing the retention payment.

RECOMMENDED ACTIONS:

- a. Accept completion of construction of the South Gate City Hall Lighting Improvements, City Project No. 502-ARC, effective January 8, 2019; and
- b. Direct the City Clerk to file a Notice of Completion with Los Angeles County Recorder's Office.

AF **FISCAL IMPACT:** The Project was budgeted with \$122,820 in General Funds, and services were funded as summarized below:

| Project Component | Account No. 311-790-31-9904 |
|---|--|
| Final Design Costs | \$20,250 |
| Final Construction Contract Amount | \$73,570 |
| Original Contract Amount | \$72,570 |
| Change Order No. 1 | \$1,000 |
| *Project Management & Inspection | \$7,000 |
| Project Total | \$100,820 |

*Staffing costs will continue to incur to process final payments and paperwork.

ALIGNMENT WITH COUNCIL GOALS: This item meets the City Council's goal for "Continuing Infrastructure Improvements of City Amenities & Enhancements." The goal identified in the 2018/19 Work Program was to substantially complete the construction of the project.

ANALYSIS: The Public Contract Code establishes requirements that the City must abide to prior to releasing the final payment on construction projects. The Notice of Completion provides written notice to concerned parties that all work on the project has been completed. The Notice of Completion initiates the period within which concerned parties may exercise their lien rights for the work they

performed on the project. The City may use a part or all of the retention payment to settle any liens exercised against the City. If no liens or claims have been filed within 35 days of the filing of the Notice of Completion, the City will release retention and any remaining amount due to Contractor.

BACKGROUND: The South Gate City Hall Lighting Improvements Project is a part of the Capital Improvement Program (CIP). The project was implemented to enhance visibility and address deferred maintenance needs. The improvements included exterior and interior lighting, safety lighting and miscellaneous electrical work.

On August 28, 2018, the City Council awarded Contract No. 3471 with Eric Bridge, DBA Huntington Beach Electric, in the amount of \$72,570 for the construction of the project. Construction began on October 15, 2018, and was accepted as complete by City staff on January 8, 2019.

The contractor met all of the contract obligations, and the City Council may now accept the construction of the project as complete.

There was one owner-initiated change order on the project. Change Order No. 1 was approved on February 14, 2019 in the amount of \$1,000. It was necessary to purchase and install one additional LED light fixture.

The Contract Change Order was approved administratively in accordance with South Gate Municipal Code Section 1.54.610 (Approval of modifications and change orders), of Chapter 1.54 (Purchasing System and Bidding Rules, of Title 1 (Administration and Personnel). This provision authorizes staff to approve change orders administratively that are equal to or less than \$50,000 or twenty percent of the original contract price.

- ATTACHMENTS:**
- A. Notice of Completion
 - B. Change Order No. 1

FS:lc

RECORDING REQUESTED BY

AFTER RECORDING MAIL TO

CITY CLERK OFFICE
CITY OF SOUTH GATE
8650 CALIFORNIA AVENUE
SOUTH GATE, CA 90280

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE is hereby given that:

- 1 The undersigned is owner of the interest stated below in the property hereinafter described;
- 2 The NAME (including that of the undersigned), ADDRESS and NATURE OF TITLE of every person owning any interest in such property is as follows:

| FULL NAME | FULL ADDRESS | NATURE OF TITLE |
|--------------------|--|-----------------|
| City of South Gate | 8650 California Avenue South Gate, CA 90280 | In Fee |
| | | |

- 3 The names and addresses of the transferors of the undersigned owner: (to be shown if the undersigned is a successor in interest of the owner who caused the improvement to be constructed, etc.)
- 4 A work of improvement on the property hereinafter described was COMPLETED ON Jan. 8, 2019
- 5 The name of the CONTRACTOR, if any, for such work of improvement was Eric Bridge, DBA Huntington Beach Electric, 15951 Sherbeck Lane, Huntington Beach, CA 92647
- 6 The property on which said work of improvement was completed is in the City of South Gate, County of Los Angeles, State of California, and is described as follows:

THE SOUTH GATE CITY HALL LIGHTING IMPROVEMENTS, CITY PROJECT NO. 502-ARC

- 7 The street and address of said property is: 8650 California St., Dated: March 12, 2019
South Gate, CA 90280

8 Signature of _____

Owner or Owners María Belén Bernal, Mayor
City of South Gate

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA }
 }
COUNTY OF LOS ANGELES } SS

Subscribed and sworn to (or affirmed) before me on this _____ day of _____,
20____, by _____, proved to me on the basis of satisfactory
evidence to be the person(s) who appeared before me.

Signature: _____

Place Notary Seal Above

CITY OF SOUTH GATE

PUBLIC WORKS DEPARTMENT

CONTRACT CHANGE ORDER

CHANGE ORDER #: CCO 001 CITY PROJECT #: 602-ARC
 PROJECT TITLE: Citywide Sidewalk Improvement Project, Phase V and the Walnut Street Parking Lot Improvements, City Project No. 566-ST PURCHASE ORDER #: 4888
 CONTRACT #: 3471 CHANGE REQUESTED BY: City of South Gate
 CONTRACTOR: Huntington Beach Electric DATE OF REPORT: 1/23/2019

You are hereby authorized to make the described changes from the plans and specifications or do the following described work not included in the plans and specifications for this contract. **NOTE: This Change Order is not effective until approved by the Engineer.**

| | Cost | Working Days |
|---|--------------|--------------|
| Original contract amount | \$ 72,570.00 | 30 |
| Previous Change Orders amount | | |
| This Change Order amount | \$ 1,000.00 | 0 |
| Total increase to contract (all change orders) to date | \$ 1,000.00 | 0 |
| Revised total contract amount | \$ 73,570.00 | 30 |
| Percentage of total increase (or decrease) to contract amount to date | 1.38% | 0.00% |

DESCRIPTION OF CHANGE ORDER WORK TO BE PERFORMED, ESTIMATE OF QUANTITIES, AND PRICES TO BE PAID:

| Change in Bid Item Quantities | | | | | | | | | |
|-------------------------------|--|-------------------|---------------------------------|-----------------------------|----------------------------------|------|------------|-------------------|-----------------------------|
| Item # | Description | Contract Quantity | Previous Change Orders Quantity | THIS Change Orders Quantity | Total Adjusted Contract Quantity | Unit | Unit Cost | Change Order Cost | Time Extension Working Days |
| S-1 | Purchase and Install Decorative LED Post Top Fixture Mounting on Existing Pole; S1 | 10 | 0 | 1.00 | 11.00 | SF | \$1,000.00 | \$1,000.00 | 1 |

Total Cost: \$1,000.00

THE TOTAL AMOUNT OF THIS CHANGE ORDER IS: \$67,570.28

Approval Recommended by Frank Sanchez Date _____
 Frank Sanchez, P E , Project Manager
 Approval Recommended by _____ Date _____
 Clint Herrera, P E , Assistant City Engineer
 Approved by _____ Date _____
 Arturo Cervantes, P E , Director of Public Works / City Engineer
 Approved by _____ Date _____
 Jackie Acosta, Director of Administrative Services

We the undersigned Contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may be otherwise noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above
NOTE: If you, the Contractor, do not sign acceptance of this Order, your attention is directed to the requirements of the Specifications as to proceeding with the ordered work and filing a written protest within the time therein specified.

Accepted by _____ Date _____
 Contractor's Representative
 Title _____