



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

FROM: City Administrator

SUBJECT: Request for Additional Allocation for the Provisor Building Structural Retrofit

MEETING DATE: March 20, 2018

RECOMMENDATION:

Approve an additional allocation of \$8,000 for the Provisor Building Structural Retrofit Project.

BACKGROUND:

Per Request from Finance Department, Central Receiving Staff, Public Works and Development Services began a process to examine the condition of several columns in the Provisor Building located at 5625 Jillson Street.

On March 1, 2016, the City Council approved a resolution amending the Annual Operating and Capital Budgets for Fiscal Year 2015-2016. A budgeted amount of \$26,000 to provide for the design and construction of the needed repairs for Provisor was included as part of the resolution.

At the April 19, 2016 City Council meeting, the City Council approved the recommendation to award an agreement with Engineering Solutions Services, Inc. (ESS) to provide professional engineering and structural design services for the Structural Retrofit Repair at the Provisor Building. The services included production of the design plans and specifications for the repair.

The structural plans developed by ESS were approved by the County of Los Angeles Building and Safety Services Division in November 2016. On November 7, 2017, the structural plans were presented to the City Council and the City Council approved the plans and authorized staff to solicit for bids. The staff report also mentioned potentially needing additional authorization to cover the construction cost and construction management services for the project.

The City went through an informal bid and the lowest bid was from RS Construction and Development, Inc. for \$19,000. Under the current City policy, any amount over \$5,000 and up to \$20,000 can be approved by the City Administrator to move forward with a Purchase

Order.

FISCAL IMPACT:

The City Council approved the recommended Measure AA funding for FY 2016-2017 CIPs at its June 21, 2016 meeting. Included in the list was the \$17,000 budget for the Provisor Structural Retrofit. This amount is currently budgeted in account number 41-5180-57010.14706.

The requested \$8,000 will be added to the \$17,000 already approved, giving the project with a total available budget of \$25,000. Although the bid from RS Construction and Development, Inc, was for \$19,000, the additional amount being requested is to cover the cost for construction management which includes inspection and other related costs.

The request was approved by the Measure AA Committee at their February 27, 2018 meeting.

RELATIONSHIP TO STRATEGIC GOALS:

This item is related to a specific 2016 Strategic Goal to “develop and implement a sustainable Capital Improvement Program to ensure the quality of the existing infrastructure and support future plans for the City.”

Respectfully submitted: Edgar P. Cisneros, City Administrator &
Maryam Babaki, P.E., Public Works & Development Services Director
Prepared by: Jasmin Elepano, MPA, Senior Management Analyst
Fiscal Impact reviewed by: Vilko Domic, Director of Finance
Approved as to form by: Noel Tapia, City Attorney