



Administrative Report

H.6., File # 24-1659

Meeting Date: 10/29/2024

To: MAYOR AND CITY COUNCIL
From: ANDREW WINJE, PUBLIC WORKS DIRECTOR

TITLE

AUTHORIZE AN OFFSITE CHANGE ORDER TO THE PUBLIC WORKS CONTRACT WITH CSI SERVICES FOR THE INTERNATIONAL BOARDWALK SURFACE REPAIR PROJECT TO IMPLEMENT THE RIVIERA VILLAGE (SIDEWALK) IMPROVEMENTS PROJECT, JOB NO. 41310, IN AN AMOUNT NOT TO EXCEED \$484,748, AND RETAIN THE CITY ENGINEER'S AUTHORIZATION LIMIT OF 10% FOR ANY FUTURE CHANGE ORDERS ASSOCIATED WITH THE INTERNATIONAL BOARDWALK PROJECT

EXECUTIVE SUMMARY

The Riviera Village Improvements Project, Job No. 41310 (Riviera Project), is identified as a “priority project” in the City’s Capital Improvement Program. The project includes replacement of existing concrete sidewalk with an ADA compliant paver surface and installation of tree wells, irrigation, up lighting, street furniture, and street trees along the north side of Avenida Del Norte, from Catalina Avenue to approximately Via El Prado.

CSI Services is currently under contract with the City for the International Boardwalk Surface Repair Project, Job No. 70810 (Boardwalk Project), which features work that is similar in nature to the Riviera Project. In order to take advantage of availability and favorable pricing offered by the Boardwalk Project contractor, staff is recommending the Council approve a change order to CSI’s agreement to add implementation of the Riviera Project to the contractor’s scope of work. Staff is also recommending Council maintain the full change order authority granted to the City Engineer in Administrative Policy/Procedures (APP) 14.1 for the Boardwalk Project, to cover any final changes that may be needed to complete the Project. The additional scope of work identified in the change order will be funded through the Riviera Village Improvements Project Account. If the change order is approved, installation of the pavers will begin in January 2025 to minimize disruptions to businesses during the holiday season.

BACKGROUND

The Riviera Village Project is a part of planned streetscape enhancement program throughout the Village and has over \$500k of available funding for the next phase of work, which includes the installation of an ADA compliant paver surface along Avenida Del Norte from S. Catalina Avenue to 249 Avenida Del Norte. The work also includes the installation of tree wells, electrical and irrigation systems for up-lighting and landscaping, spare conduit for future needs, and adjustments to existing utility manholes to ensure they are to grade.

On April 23, 2024, following a competitive bid process, the City Council awarded an agreement to CSI Services for similar work along the International Boardwalk in an amount of \$1,249,100. The work for the Boardwalk Project commenced on September 3, 2024 and is anticipated to be completed by the end of October 2024. Two small change orders have been approved for the project totaling \$41,267.75, for a total contract amount to date with CSI of \$1,290,367.75.

Given CSI’s quality performance along the Boardwalk, staff sought pricing from CSI for the planned Riviera Village Project work. CSI expressed interest in the RV Project and offered the same unit pricing for paving installation as was competitively bid and provided for the International Boardwalk Project. In order to contract with CSI Services for the Riviera Project, the City must authorize an off-site change order to include the additional scope of work. Per APP 14.1 off-site change orders are limited to \$25,000 without the approval of the City Council. Staff has prepared the proposed change order, which has been signed by CSI Services. Staff is recommending that the City Council approve the change order and authorize the City Engineer to execute it on behalf of the City.

Though the Boardwalk Project is largely complete, staff is recommending that this change order request not count against the 10% change order authorization provided by APP 14.1 for CSI Services’ work on the Boardwalk Project. Preservation of the full 10% authority will allow staff to quickly respond to any unexpected issues encountered during the finishing stages of the Boardwalk Project.

COORDINATION

The Change Order and scope of work were coordinated by the Public Works Department.

FISCAL IMPACT

Funding for the proposed Change Order is available in the Capital Improvement Program Budget. Anticipated expenses for the Riviera Village Project are shown in the table below.

<u>Funding</u>		<u>Estimated Expenditures</u>	
Riviera Village Improvements, Job No. 41310, Budget	\$ 509,087	The Proposed CSI Change Order (#3)	\$ 484,748
		Available Continge	\$ 24,339
Total	\$ 509,087	Total	\$ 509,087

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Construction Change Order for International Boardwalk Surface Repair Project - Job No. 70810
- Map - Proposed Riviera Village Paver Expansion
- Report - Riviera Village Streetscape Design Guidelines, March 17, 2009
- Photos - Previous Riviera Village Sidewalk Improvements

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