



# Administrative Report

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H.7., File # 25-0286

Meeting Date: 3/11/2025

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

## **TITLE**

ACCEPT AS COMPLETE THE INTERNATIONAL BOARDWALK SURFACE REPAIR PROJECT, JOB NO. 70810, AND THE RIVIERA VILLAGE IMPROVEMENTS PROJECT, JOB NO. 41310, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION FOR THE PROJECTS WITH THE LOS ANGELES COUNTY RECORDER AND RELEASE THE FINAL RETENTION PAYMENT OF \$92,408 TO CSI SERVICES, UPON EXPIRATION OF THE 35-DAY LIEN PERIOD AFTER SAID RECORDATION AND NO CLAIMS BEING FILED UPON THE PROJECTS

## **EXECUTIVE SUMMARY**

On April 23, 2024, the City Council awarded CSI Services (CSI) a public works contract for \$1,249,100 for the International Boardwalk Surface Repair Project, Job No. 70810. On October 29, 2024, the City Council approved an offsite change order in amount of \$484,748 to the contract with CSI for completion of the Riviera Village Improvements Project, Job No. 41310. During construction, staff issued five additional change orders totaling \$114,330.95. These change orders, including the Riviera Village Improvements change order approved by Council, brought the final contract amount to \$1,848,178.95. The additional change orders are within the authorization limit of the City Engineer as memorialized in the City's Administrative Policies and Procedures (APP 14.1).

The project work performed by CSI is now complete and ready for City Council acceptance and authorization to release the final retention amount of \$92,408.95 to the contractor upon expiration of the 35-day lien period and there being no claims filed. City staff is working with WCA, the City's tree service contractor, to complete the landscaping portion of the Riviera Village Improvements project work which includes the planting of 8 new trees along Avenida Del Norte.

## **BACKGROUND**

The International Boardwalk Surface Repair Project, Job No. 70810 (Project) replaced asphalt concrete pavement along the Boardwalk with an ADA-compliant pedestrian surface.

On January 9, 2024, the City Council approved plans and specifications for the Project. On February 21, 2024, one bid was received and publicly opened. The bid exceeded the engineer's estimate by \$1,118,278 (89%) and was rejected by the City Council on March 5, 2024. The Project was publicly advertised a second time with a bid opening on April 4, 2024. The City Clerk's Office received and publicly opened two bids for the Project. CSI, with a bid of \$1,249,100, was found to be the responsible bidder with the lowest responsive bid.

On April 23, 2024, the City Council awarded CSI a public works contract for \$1,249,100. The work

for the Project commenced on September 3, 2024. On October 22, 2024, the Project was reviewed by staff and determined to be substantially complete. To take advantage of favorable pricing provided by the contractor and to expedite the installation of a similar and prioritized sidewalk resurfacing project in Riviera Village, the City Council, on October 29, 2024, approved an offsite change order with CSI for \$484,748 to complete the Riviera Village Improvements Project, Job No. 41310.

During construction, staff issued five additional change orders totaling \$114,330.95, which addressed application of sealer to the pavers, replacing lid covers of the utility boxes, driveway construction, and installing parking meter posts and water valve boxes. These change orders, including the Riviera Village Improvements change order approved by Council, brought the final contract amount to \$1,848,179. Adoption of the staff recommendation will allow final closeout of the project contract with CSI.

**COORDINATION**

The project scope and design were coordinated by the Engineering Services Division of the Public Works Department.

**FISCAL IMPACT**

<b>Funding</b>	<b>Amount</b>	<b>Expenditures</b>	<b>Amount</b>
International Boardwalk Project - Uplands Fund	\$ 1,323,896	Cost - International Boardwalk	\$ 1,249,100
Riviera Village Sidewalk Improvements - Capital Fund	\$ 501,279	Change order # 1 (International Boardwalk)	\$ 26,375
Sidewalk Improvement Project	\$ 23,004	Change order # 2 (International Boardwalk)	\$ 14,893
		Change order # 3 (Riviera Village Improvements)	\$ 484,748
		Change order # 4 (International Boardwalk)	\$ 33,528
		Change order # 5 (Riviera Village Improvements)	\$ 23,004
		Change order # 6 (Riviera Village Improvements)	\$ 16,531
<b>Total</b>	<b>\$ 1,848,179</b>	<b>Total</b>	<b>\$ 1,848,179</b>

**APPROVED BY:**

*Mike Witzansky, City Manager*

**ATTACHMENTS**

- Map - International Boardwalk Surface Repair
- Map - Riviera Village Pavers