

September 15, 2003

Honorable Mayor and Members of  
the Hermosa Beach City Council

Regular Meeting of  
September 23, 2003

**PROJECT NO. CIP 00-140 STREET IMPROVEMENTS – 11<sup>TH</sup> PLACE ON-STREET  
PARKING IMPROVEMENTS - APPROVAL OF INCREASE IN THE SCOPE OF  
WORK AND FIRST AMENDMENT TO THE PROFESSIONAL  
SERVICES AGREEMENT**

**Recommendation:**

It is recommended that the City Council:

1. Approve the attached First Amendment to the Professional Services Agreement between City of Hermosa Beach and NBCE, Inc. for an increase in Scope of Services and contract amount of \$10,800.00;
2. Authorize the City Clerk to attest and the Mayor to execute said amendment, upon approval as to form by the City Attorney; and
3. Authorize the Director of Public Works/City Engineer to make adjustments to the Scope of Services as necessary, not to exceed \$1,080.00.

**Background:**

On September 10, 2002 City Council approved the Professional Services Agreement between the City and NBCE, Inc. in the amount of \$26,950 plus a contingency of \$2,695. The original scope of this agreement, per the Request for Proposal (RFP) and subsequent Professional Services Agreement approved by Council on September 10, 2002, entailed design of street improvements for Project No. CIP 00-140 Street Improvements – 11<sup>th</sup> Place On-Street Parking Improvements. The proposed improvements consisted of the expansion of 11<sup>th</sup> Place, construction of a retaining wall to provide for 20 parking spaces along 11<sup>th</sup> Place, and street improvement plans for 11<sup>th</sup> Place and Bard Street between Pier Avenue and Valley Drive. Currently, the contingency balance is \$1,715 for which NBCE performed a title search as additional work under Change Order #1 for a sum of \$880.

During the final design review process and with meetings with Staff, the scope has changed to include the following additional requirements and/or changes in design:

1. Extension of the proposed retaining wall westerly to the City's property line
2. Modification of centerline elevations along 11<sup>th</sup> Place in order to create a crowned street section
3. Elimination of the current cross gutters in 11<sup>th</sup> Place: modification and/or possible elimination of the cross gutter in 11<sup>th</sup> Place that exits the City Hall Parking Lot

4. Modifications to the existing curb & gutter and sidewalk adjacent to the Public Works Parking Lot
5. Additional field survey work required for the extension of the proposed retaining wall and the modification of the cross gutter exiting the City Hall Parking Lot
6. Design Support Services by the Consultant during construction to include response to Request for Information (RFI's), Change Order Design Exhibits, and preparation of as-built plans.

The preliminary design of the project was presented on January 14, 2003 and approved by Council. With the expanded and revised design, additional design fees are required to complete the increased scope of services.

**Analysis:**

The proposed increased Scope of Work and change in design contained in this recommendation includes the extension of the proposed retaining wall. The extension of the proposed retaining wall will allow the City's Employee Parking Lot on Bard Street to be extended southerly towards Hermosa Self-Storage thereby increasing the parking lot's flat surface area while also serving to clean up the overall area. The increase in flat surface area has the potential of providing some additional parking spaces, which would be at the expense of removing the existing Eucalyptus trees and small landscaped area surrounding them. However, the plans presently show the existing landscape area remaining in place until a determination has been made to develop this area. Staff also recommends that 11<sup>th</sup> Place have a typical crowned street section and allow for surface drainage to flow on both sides of the street towards Valley Drive via proposed concrete gutters. The creation of a crowned street section will lead to the elimination of the current cross gutters in 11<sup>th</sup> Place and modification and/or possible elimination of the cross gutter in 11<sup>th</sup> Place that exits the City Hall Parking Lot. The elimination of the cross gutters currently extending through 11<sup>th</sup> Place will allow for unimpeded travel of vehicles on 11<sup>th</sup> Place in addition to providing a more aesthetically pleasing street. NBCE, Inc., under this amendment, shall also provide design support services during construction which will include answers to "Requests for Information", change order design exhibits, and the preparation of as-built plans. The above described design changes and improvements were developed when the project plans underwent the final design review. Additional field research, design, engineering, administration, and coordination will be required to develop a more acceptable design and to successfully complete this project. Therefore, an increase of \$10,080 in the design contract amount is in order.

Under the terms of the existing agreement between the City and NBCE, Inc., any increase in the contract amount or scope shall be by express written amendment approved by the City and the Consultant. Please see Attachment 2.

**Fiscal Impact:**

No additional appropriation is needed at this time.

- Attachments: 1. Site Plan  
2. First Amendment

Respectfully submitted,

Concur:

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Frank J. Senteno  
Assistant Engineer

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Richard D. Morgan, P.E.  
Director of Public Works/City Engineer

Noted for fiscal impact:

Concur:

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Viki Copeland  
Finance Director

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Stephen Burrell  
City Manager