



CITY COUNCIL AGENDA REPORT



DEPARTMENT: Public Works

MEETING DATE: November 27, 2001

PREPARED BY: David Fike
Director of Public Works

AGENDA LOCATION: *1 - 6

TITLE: City Hall Main Lobby and Hallway Renovation Project; Acceptance of the Completed Work, Notice of Completion, and Final Payment to Award Building Services in the Amount of \$8,733 40.

OBJECTIVE: To obtain City Council's acceptance of the completed contract work, authorization to file a Notice of Completion with the County Recorder's Office, and approve final payment of the project retention money to the contractor.

BACKGROUND: At the March 13, 2001, City Council meeting Award Building Services was awarded a contract in the amount of \$65,700 00 for the City Hall Main Lobby and Hallway Renovation Project

The project work began on June 1, 2001 and was completed August 23, 2001. The following four (4) change orders were issued as the project proceeded:

- 1 Change the main lobby counter top to granite with associated work required to accommodate the upgrade
- 2 Relocate the existing pay telephone to increase the counter size and install an overhead security door for the City Clerk's Office.
3. Add additional cabinets under main lobby receptionists counter.
4. Relocate ADA door controller, addition of one light over City Clerk's Office counter and add panic hardware of the hallway doors

ANALYSIS: Staff reviewed the contractor's work throughout the progress and found it to be completed in accordance with the plans and specifications and in a satisfactory manner.

FISCAL IMPACT: The initial contract amount awarded to the contractor was \$65,700.00. The cost for the four change orders were as follows:

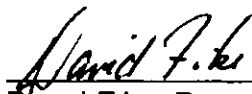
Initial Contract Amount	\$65,700 00
Change Order Number 1	\$7,850 00
Change Order Number 2	\$8,797.50
Change Order Number 3	\$1,782.50
Change Order Number 4	\$3,204.00
Total Project Cost	<u>\$87,334 00</u>

RECOMMENDATION: Staff recommends that the City Council accept the project as completed in compliance with the plans and specifications in the total amount of \$87,334.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to:

1. Accept the contract work including approval of four (4) Change Orders as completed by Award Building Services (210 West Arrow Highway, Suite J, San Dimas, CA 91773) in the total amount of \$87,334 00.
2. Direct the City Clerk to file a Notice of Completion with the County of Los Angeles Recorder, and
3. Authorize the Director of Public Works to approve payment of the retention in the amount of \$8,733.40 after filing the Notice of Completion

Respectfully submitted,



David Fike, Director of Public Works