

Council Meeting of
December 18, 2007

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Community Development – Approval of a Second Amendment to Contract Services Agreement (C2006-237) with Albert Grover & Associates to provide design services for median landscaping on Hawthorne Boulevard and Western Avenue.

Expenditure: \$58,870

RECOMMENDATION

Recommendation of the Community Development Director that the City Council:

- (1) Approve a Second Amendment in the amount of \$58,870 to Contract Services Agreement (C2006-237) with Albert Grover & Associates for a new not-to-exceed amount of \$151,520 to provide design services for median landscaping on Hawthorne Boulevard and Western Avenue; and
- (2) Authorize the extension of the term of the Agreement for one year to December 19, 2008.

Funding

Funding is available from Capital Improvement Project CIP A-19 Western Avenue (190th Street to Del Amo Boulevard) and Capital Budget A-20 - Hawthorne Boulevard Median Landscaping (Del Amo Boulevard to Torrance Boulevard)

BACKGROUND/ ANALYSIS

On December 19, 2006, Council awarded a Contract Services Agreement C2006-237 to Albert Grover & Associates to provide design services for median landscaping on Hawthorne Boulevard and Western Avenue. On June 19, 2007, Council approved an Amendment to increase the contract in the amount of \$10,000 to perform additional services. Currently, Albert Grover & Associates is assisting the City with the design of landscape improvements for the medians on Hawthorne Boulevard between Del Amo Boulevard and Torrance and Western Avenue between 190th Street and Del Amo Boulevard.

With Western Avenue on the eastern boundary of the City, this arterial includes many major entry points into the City. The Western Avenue corridor has numerous raised

medians that is covered with asphalt and is void of any landscape. As noted above, the consultant is assisting the City with median landscape designs for Western Avenue between 190th Street and Del Amo Boulevard. Staff is requesting to extend the Western Avenue median landscape project to Carson Street. Funding for the design of the extension is available from the current Western Avenue project. The remaining construction components of the project will be brought forward to your Honorable Body at the next funding cycle of the Capital Budget.

Since both Hawthorne Boulevard and Western Avenue are under the jurisdiction of the State of California Department of Transportation (Caltrans), any proposed improvements on these two (2) streets must be approved by the State. Not only does Caltrans need to approve the landscape plans but also any lane closures associated with the project. In an effort to move through the Caltrans approval process more efficiently, staff has requested the consultant to prepare traffic control plans for these landscape areas.

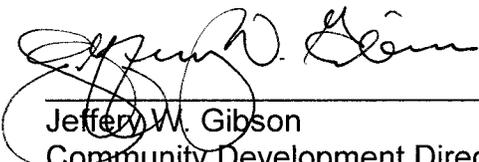
The cost for these additional design services is \$58,870. The new not-to-exceed amount is \$151,520. The term of Agreement C2006-237 ends on December 19, 2007, therefore, it is recommended that the term be extended to December 19, 2008 to complete the additional design services.

Respectfully submitted,

JEFFERY W. GIBSON
Community Development Director

By 
Ted Semaan, Manager
Redevelopment and
General Plan Divisions

CONCUR:


Jeffery W. Gibson
Community Development Director


LeRoy J. Jackson
City Manager

Attachment:

A. Contract Services Agreement

SECOND AMENDMENT TO AGREEMENT (C2006-237)

This Second Amendment to CONTRACT SERVICES AGREEMENT C2006-237 ("Second Amendment") is made and entered into as of _____, 2007, by and between the CITY OF TORRANCE, a municipal corporation ("CITY"), and Albert Grover & Associates, a California Corporation ("CONTRACTOR").

RECITALS:

- A. CITY and CONTRACTOR entered into an Agreement as of December 19, 2006, whereby CONTRACTOR agreed to provide design services for the median landscaping on Hawthorne Boulevard and Western Avenue.
- B. The Agreement was for a one-year term for an amount not-to-exceed \$82,650.
- C. A First Amendment was entered into as of June 19, 2007, whereby both parties agreed to increase the not-to-exceed amount to \$92,650.
- D. Both parties now wish to include additional design services, extend the term and increase CONTRACTOR's compensation.

AGREEMENT:

- 1. Paragraph 1, entitled, **SERVICES TO BE PERFORMED BY CONTRACTOR**, is amended to read in its entirety as follows:
 - "1. **SERVICES TO BE PERFORMED BY CONTRACTOR**
CONTRACTOR will provide the services listed in the Proposal attached as Exhibit A to the original Agreement. In addition, CONTRACTOR will provide the additional services contained in the Proposal attached to this Second Amendment as Exhibit B. CONTRACTOR warrants that all work and services set forth in the Proposals will be performed in a competent, professional and satisfactory manner."
- 2. Paragraph 2, entitled **TERM**, is amended to read in its entirety as follows:
 - "2. **TERM**

Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect from the Effective Date through December 19, 2008."

3. Paragraph 3.a, entitled, CONTRACTOR's Fee, is amended to read in its entirety as follows:

"A. CONTRACTOR's Fee.

For services rendered pursuant to this Agreement, CONTRACTOR will be paid in accordance with the Proposals attached as Exhibit A and Exhibit B, provided, however, that in no event will the total amount of money paid the CONTRACTOR, for services contemplated by this Agreement exceed the sum of \$151,520 ("Agreement Sum"), unless otherwise first approved in writing by CITY."

4. In all other respects, the Agreement entered into as of December 19, 2006, between CITY and CONTRACTOR and amended as of June 19, 2007, is ratified and reaffirmed and is in full force and effect.

CITY OF TORRANCE,
a municipal corporation

Albert Grover & Associates,
a California corporation

Frank Scotto, Mayor

By: _____
Albert Grover,
President

ATTEST:

Sue Herbers, City Clerk

APPROVED AS TO FORM:

JOHN L. FELLOWS III
City Attorney

By: _____
Heather K. Whitham,
Deputy City Attorney

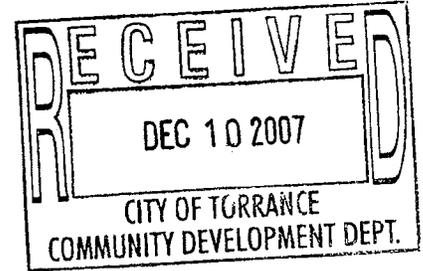
Attachment: Exhibit B



EXHIBIT B

December 6, 2007

Mr. Henry Sakamoto
Landscape Architect
Planning Department
City of Torrance
3031 Torrance Boulevard
Torrance, California 90503



RE: Proposal to Provide Design Services for the Western Avenue and Hawthorne Boulevard Beautification Project

Dear Henry:

Albert Grover & Associates (AGA), in conjunction with Armstrong & Walker and Traffic Control Engineering, Inc., are pleased to present to you this Letter Proposal to provide engineering and landscaping design services and develop traffic control plans for a portion of the Hawthorne Boulevard and Western Avenue Beautification Project. This phase consists of four tasks:

- Task 1.** Development of traffic control plans for Hawthorne Boulevard from Del Amo Boulevard to Torrance Boulevard. Plans will show lane closures for work within the medians, as well any closures necessary for irrigation line connections to water mains.
- Task 2.** Development of traffic control plans for Western Avenue from 190th Street to Western Way. Plans will show lane closures for work within the medians, as well any closures necessary for irrigation line connections to water mains.
- Task 3.** Development of traffic control plans for Western Avenue from Del Amo Boulevard to Carson Street. Plans will show lane closures for work within the medians, as well any closures necessary for irrigation line connections to water mains. It has been assumed that no irrigation connection will take place on Torrance Boulevard or Carson Street.
- Task 4.** Median upgrades on Western Avenue from Del Amo Boulevard to Carson Street (approximately 7,000 linear feet).

We propose to conduct Task 4 in three phases, as described below:

Phase I: Project Orientation/Base Plans

- A) Attend a kick-off meeting with City to discuss project requirements and objectives, schedule, budget, and procedures to be followed during the course of the project.

TRANSPORTATION CONSULTING ENGINEERS

211 E. Imperial Hwy., Suite 208, Fullerton, CA 92835

(714) 992-2990 FAX (714) 992-2883 E-Mail: aga@albertgrover.com

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- B) Obtain and review existing information related to the project area, including the City of Torrance and Caltrans street improvement plans, aerial photos, utility records, and as-built plans. Assess site opportunities, limitations, and influences.
- C) Make site visits as required, taking photos and field notes to record any existing conditions not adequately shown on the aerial photos or on the as-built plans which may affect the design and construction drawing preparation.
- D) Prepare base plans for Western Avenue from Del Amo Boulevard to Carson Street. These base plans would be prepared at a scale of 1" = 20', and would depict the location of median islands (including existing landscape features, pull boxes, etc. that are located within the median islands), curbs, parkways, cross streets, etc. Additionally, all known utility lines will be plotted, including utilities located beneath both the median and the roadway. Because irrigation will need to be provided to each individual median island, the location of known existing utilities is important for both project design and construction purposes.

Phase II: Conceptual Landscape Plans

- A) In accordance with any City provided planning documentation for Western Avenue, develop conceptual landscape design parameters, including a recommended plant palette.
- B) Develop conceptual landscape plans for 2-3 prototype median islands, including layouts, cross-sections and elevations, and plant photos, color rendered and mounted for display purposes. These conceptual plans would be presented to the City for their review and comment.
- C) Prepare a separate preliminary cost estimate for Western Avenue, based on the conceptual landscape designs. The purpose of developing cost estimates at this point is to determine the extent of the improvements that can be constructed within the available project construction budget.
- D) Meet with City staff to discuss the conceptual landscape plans/preliminary cost estimates.

Phase III: Construction Documents

- A) Prepare construction plans including:
 - ◆ Demolition plans, detailing asphalt, etc., within existing median islands to be removed.
 - ◆ Paving plans, showing areas of hardscape (colored concrete and pavers). Included in the paving plans will be the locations for advance street name signs.

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- ◆ Planting plans, showing new planting in medians. Planting plans will illustrate locations, species, sizes, and quantities of all plant materials to be installed, and existing trees or plants to remain where appropriate.
 - ◆ Irrigation plans, showing the new automatic irrigation system. Plans will illustrate all heads, pipes, valves, wiring, controllers, and other equipment as required. Plans will also detail new irrigation crossovers from existing City water supply lines.
 - ◆ Paving, Irrigation and Planting Detail Sheet, illustrating construction details as required.
 - ◆ Title Sheet, including Project Location Map and Notes.
- B) Prepare technical specifications for all work depicted in the construction drawings, formatted per City requirements. The City will provide standard construction specifications, and we will add the Special Provisions.
- C) Prepare updated construction cost estimates.
- D) Submit the plans, specifications and estimates to the City for their review and comment. Revise plans as appropriate.
- E) After City submittal of plans and specifications to Caltrans (as part of the Encroachment Permit process), revise plans pursuant to Caltrans comments.
- F) Provide reproducible plans and specifications to the City for their preparation of bid packages.
- G) Attend two coordination meetings with City staff.

Tasks 1 through 4 are stand-alone tasks, and one or more of them may be removed at the City's discretion without affecting the cost of the other tasks.

PROJECT FEE

The cost to complete the above-described Scope of Work is as follows:

◆ Task 1:	\$8,970
◆ Task 2:	\$7,590
◆ Task 3:	\$10,810
◆ Task 4:	\$31,500

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PROJECT SCHEDULE

Tasks 1 through 3 will be completed in conjunction with the appropriate construction documents.

Task 4 has a proposed project schedule as follows:

- | | |
|--------------------------------------------|--------------|
| ◆ Phase I: Project Orientation/Base Plans: | Eight Weeks |
| ◆ Phase II: Conceptual Landscape Plans: | Five Weeks |
| ◆ Phase III: Construction Documents: | Eleven Weeks |

Total Time: Twenty-Four Weeks *

** Plus City review time*

Should you have any questions regarding this proposal, please contact me. We look forward to working with the City on this project.

Respectfully submitted,

ALBERT GROVER & ASSOCIATES



Chad Veinot
Transportation Engineering Associate