



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal Hill, California 90755-3799

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2/27/2024

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**AGENDA ITEM**

**TO:**  
**HONORABLE MAYOR  
AND MEMBERS OF THE CITY COUNCIL**

**FROM:**  
**CARLO TOMAINO  
CITY MANAGER**

**BY:**  
**THOMAS BEKELE  
PUBLIC WORKS DIRECTOR**

**SUBJECT:**  
**HILLBROOK PARK IMPROVEMENT PROJECT (PROJECT NO. 80.23007)**

Summary:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a Prioritization and Implementation Plan (PIP), which included the renovation and redesign of Hillbrook Park. On January 25, 2024, the City issued a Notice Inviting Bids for the Hillbrook Park Improvements Project. The Hillbrook Park Project has an adopted Budget of \$1,520,000, including design costs. Community feedback suggested adding an enhanced playground structure and shade structures. Staff also successfully received funding to add water conservation and sustainability elements which are eligible for funding through the Metropolitan Water District. While the additional improvements increase the overall project budget, staff believes the updated project elements would enhance the overall user experience at the park. Staff is requesting the City Council award a Public Works Contract to Green Giant Landscaping Incorporated, the lowest responsible bidder, for a total not-to-exceed amount of \$1,859,000 and adopt a budget resolution increasing the budget for the Hillbrook Park Improvements.

Strategic Plan Goal(s):

Goal No. 4 Infrastructure: Maintain and improve the public infrastructure.

Goal No. 5 High-Functioning Government: Ensure an enhanced quality of life for the residents.

Recommendations:

1. Authorize the City Manager to enter into a Public Works Contract with Green Giant

Landscaping, Incorporated, for the construction of the Hillbrook Park Improvement Project (Project No. 80.23007), for a term of 120 working days and a not-to-exceed contract amount of \$1,799,000 in a form approved by the City Attorney.

2. Authorize a contingency of \$60,000 to accommodate additional scope of work, changes, or any unforeseen conditions, to be utilized if approved by the Public Works Director, for a total construction budget of \$1,859,000.
3. Authorize the City Manager to execute the Member Agency Administered Program Reimbursement Agreement in a form approved by the City Attorney.
4. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF SIGNAL HILL, CALIFORNIA AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2023-24 TO INCREASE THE CAPITAL IMPROVEMENT PROJECT AND RECORD NEW FUNDING SOURCES.

Fiscal Impact:

The FY 2023-24 Capital Improvements Program accounts for financial resources segregated for the development, construction, and improvement of City facilities. The Hillbrook Park Project No. 80.23007, Adopted Budget is \$1,520,000, the additional funds proposed would increase the total project budget amount to \$2,038,173.

The Metropolitan Water District (MWD) approved MAAP funds for the renovation of Hillbrook Park. If accepted, the City would be reimbursed for all water efficiency, design and construction costs associated with the Hillbrook Renovation Project, in the amount of \$173,000, incurred December 6, 2023, through June 15, 2024. The MAAP funds would be accounted for in the Capital Grants Fund and transferred to the Capital Improvement Fund when actual expenditures are recorded.

Staff also recommends appropriating funding from one-time use of General Fund Unassigned Balance totaling \$345,173. The City previously received a settlement related to storm water management and deposited the funds into the General Fund Unassigned Balance. Funding from MAAP and the General Fund would increase the total capital budget by \$518,173.

The new proposed budget total of \$2,038,173 includes the total contract amount of \$1,799,000 with a contingency of \$60,000, representing a 3.3% construction contingency, and \$150,000 in design costs, which has already been expended. The remaining balance of approximately \$30,000 is comprised of miscellaneous expenses associated with the project including legal fees, site surveys, and related soft costs. The funding sources and corresponding amounts are detailed in the budget breakdown below:

Project Funding	Adopted Budget	Updated Budget	Actuals & Encumbrances	Total Construction Budget	Budget Remaining
Park Development	\$1,025,000.00	\$1,025,000.00	\$145,726.00	\$879,274.00	\$ -
Measure A	\$225,000.00	\$225,000.00		\$225,000.00	\$ -
Measure W	\$139,000.00	\$139,000.00		\$139,000.00	\$ -
CIP Reserves	\$131,000.00	\$131,000.00	\$413.71	\$130,586.29	\$ -
MAAP Funds		\$173,000.00		\$173,000.00	\$ -
Settlement Funds		\$345,173.00		\$312,139.71	\$33,033.29
<b>Total</b>	<b>\$1,520,000.00</b>	<b>\$2,038,173.00</b>	<b>\$146,139.71</b>	<b>\$1,859,000.00</b>	<b>\$33,033.29</b>

Background:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a Prioritization and Implementation Plan (PIP), to clearly define goals, objectives, and priorities for the Parks, Recreation, and Library Services Department. The City Council adopted the PIP in January 2022. The PIP capital improvement priorities include the renovation and redesign of Hillbrook Park. The priorities listed for this project include repurposing the entire lot, such as removing the dry creek bed, redesigning the playground by expanding it to include new, natural play equipment and a swing bay. The improvements would add shelter coverings to current cement picnic tables and elements to encourage interaction with nature.

On October 28, 2022, staff issued a Request for Proposals (RFP) for Hillbrook Park Renovation Design Services on PlanetBids via the City’s online portal. The City deemed Architerra Design Group (ADG) as the most qualified firm to provide the requested services. On January 16, 2023, the City entered into an agreement with ADG to prepare concept plans, conduct community outreach, and develop the Hillbrook Park construction plans and technical specifications. Staff and ADG collaborated on these outreach activities throughout 2023 to garner feedback regarding the redesign of the park as outlined below.

Table 1: 2023 Outreach Events

Event	Date	Location
Community Outreach Meeting #1	<b>Saturday, April 29, 2023</b>	Hillbrook Park
Community Outreach Meeting #2	<b>Wednesday, May 3, 2023</b>	Signal Hill Park Library
Parks & Recreation Commission Meeting Presentation	<b>Wednesday, May 17, 2023</b>	City Hall Council Chambers
City Council Meeting Presentation	<b>Tuesday, June 13, 2023</b>	City Hall Council Chambers

Based on the feedback received during outreach meetings and through various design reviews, a final concept was selected. The primary elements that were added resulting from the outreach process included shade structures for the playground areas, enhanced playground structure, and stormwater quality improvements. Collectively, these additional improvements added to the total

projected project costs.

Staff presented this concept to the City Council in June 2023. Following the presentation to the City Council, ADG proceeded to develop construction plans for the project, which included 30%, 60%, 90%, and 100% submittal drawings and specifications. The final construction plans for the new park includes the following improvements (Attachment A):

- Repurposing of the entire lot, including regrading and removing the dry creek bed and replacing with an open turf area in the center of the park and a paved walkway that routes around the perimeter of the site.
- Removing and replacing playground equipment and pouring a new rubberized surfacing with unique colorways. The proposed play structure would take advantage of the natural topography of the site for several of the play elements. The playground was designed with a 6-point shade sail structure proving better comfort and more tolerable surface temperatures during the summer months.
- Installation of two (2) Contech Modular Wetland Stormwater Quality systems that divert stormwater flow from the Temple Ave curb and gutter. The systems are partially funded through Measure W funds to help Los Angeles River watershed capture goals.
- Installation of a vegetated swale on the south side of the park to treat stormwater generated directly from the park.
- New turf and landscaping utilizing a new drip irrigation system.
- New electrical system with decorative pedestrian lighting and custom lighting for the shade sails
- Other site amenities include a new drinking fountain, trash receptacles, picnic benches with shade sail structures, colored concrete with design patterns, new park sign, replacement of corner ramp to ADA standards, replacement of adjacent sidewalks, and addition of a handicap accessible street space.

In alignment with the Metropolitan Water District's water conservation efforts, the City focuses on integrating water conservation and sustainability into its parks and capital improvement projects. This approach was reinforced with the City Council's approval of the 2021 Parks and Recreation Master Plan on February 9, 2021, and the subsequent adoption of the Prioritization and Implementation Plan (PIP) in January 2022. The Hillbrook Park Improvement Project, a cornerstone of this plan, stands as a testament to the City's commitment to these goals.

Analysis:

On January 25, 2024, the City posted a Notice Inviting Bids at the City's public notice locations, sent the notice to subscribers through the City's website, and posted the information on PlanetBids via the City's portal. The following table below lists the bids received by the bid due date of Tuesday, February 20, 2024:

Table 2: Bids Received

Contractor	Bid Total
Green Giant Landscape Inc	\$1,799,000.00
Monet Construction, Inc.	\$2,151,567.00
Pub Construction	\$2,173,888.00
RG GENERAL ENGINEERING Inc.	\$2,185,998.00
KASA Construction, Inc.	\$2,268,300.00
C.S. Legacy Construction, Inc.	\$2,271,519.74
Armstrong Cal Builders Inc.	\$2,287,500.00
KYA Services, LLC	\$2,360,550.00
Archico Design Build, Inc.	\$2,444,444.00

The lowest bidder, Green Giant submitted all required documents prior to the bid closing date and time, including a hard copy of its bid bond (Attachment B). Staff determined Green Giant to be the lowest responsive and responsible bidder; all items and documents have been properly submitted. Staff conducted reference checks on the company's listed projects in the Statement of Qualifications and verified that Green Giant, along with its subcontractors, are properly licensed to perform the work proposed under this contract. Staff recommends awarding a contract to Green Giant (Attachment C).

### **MAAP Funding**

The Hillbrook Park Improvement Project includes a proposed comprehensive redesign and renovation with a focus on water efficiency and ecological sustainability. This improvement allows the City to utilize the Metropolitan Water District MAAP program, pivotal in promoting water sustainability in Southern California. MWD recently approved the City's application for funding as part of the Hillbrook Park project. The total anticipated reimbursement funding of \$173,000 would apply to the project design and construction costs contributing to water efficiency. The strategic utilization of MAAP funding helps mitigate early construction costs, such as demolition, grading, and landscaping materials procurement, thereby maximizing the project's financial efficiency.

These initiatives must conform to MWD's criteria for water savings, cost-effectiveness, and regional water management goals. As part of its Expense Reimbursement Agreement with MWD, the City is required to track expenditures and calculate water savings (Attachment D). MAAP ensures accountability and transparency through mandatory progress reporting and encourages sharing best practices among member agencies. The City is committed to providing comprehensive documentation, including invoices, plans, and photos to the MWD. This documentation is critical for calculating the annual water savings post-renovation.

### **Recommendation**

Staff recommends entering into a Public Works Contract with Green Giant for the construction of the Hillbrook Park Improvement Project. Staff is requesting approval of the MAAP Expense Reimbursement Agreement, which would enable MAAP funds to be utilized for the water efficiency elements of the project. Under the proposed agreement, in effect through June 30, 2024, the City would be responsible for ensuring the project's timely completion. As noted, the project scope now includes water efficiency elements and a new shade structure, which increases the overall project budget. Along with the proposed contract, staff recommends the City Council approve a Budget

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Resolution to increase the Capital Improvement Project Budget.

Subject to City Council approval of the proposed contract, reimbursement agreement and resolution, staff will issue a Notice to Proceed and begin coordinating with the contractor. Construction of the project is estimated to start in March 2024; the project is anticipated to be completed in October 2024.

Reviewed for Fiscal Impact:

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Sharon del Rosario

Attachments:

- A. Project Plans
- B. Contract Documents
- C. Contract
- D. MAAP Agreement
- E. Budget Reclassification Resolution