



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JULY 28, 2026

FROM: PUBLIC WORKS DEPARTMENT WARD: 1

SUBJECT: AWARD BID NO. 8218 WITH ESTATE DESIGN AND CONSTRUCTION OF CULVER CITY, CALIFORNIA, FOR THE WHITTIER PLACE ACCESS IMPROVEMENTS PROJECT, IN THE AMOUNT OF \$295,700

ISSUE:

Award Bid No. 8218 with Estate Design and Construction of Culver City, California, for the construction of the Whittier Place Access Improvements, in the amount of \$295,700.

RECOMMENDATIONS:

That the City Council:

1. Award a construction contract for Bid No. 8218 for the construction of the Whittier Place Access Improvements Project to Estate Design and Construction of Culver City, California in the amount of \$295,700;
2. Authorize the City Manager, or designee, to execute the Construction Contract with Estate Design and Construction, including making minor and non-substantive changes, subject to the availability of budgeted funds; and
3. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record an increase in revenues and appropriate an equal amount in expenditures in the amount of \$325,270 in Grants and Restricted Programs Fund, Whittier Place Alley Fencing project revenue and expenditure accounts.

BACKGROUND:

The Whittier Place alleyway between Chestnut Street and Market Street in the Downtown is situated alongside White Park, the Riverside Community College District (RCCD) facility, and a private commercial property. The alleyway is currently a mix of private property held by the parties, City property associated with White Park, and public right of way. The alleyway has had ongoing security concerns, loitering, vandalism, and illegal dumping, and is in close proximity to the Dales Senior Center. The approximately 720-foot-long alley is at the back end of the various properties it abuts, and efforts to control the various quality of life concerns noted above have been

unsuccessful. The impacted parties, along with the Riverside Downtown Partnership, convened several onsite discussions before arriving at a proposed solution to mitigate their collective concerns.

On March 3, 2026, City Council approved a joint use agreement and reimbursement agreement for the Whittier Place alley between Chestnut Street and Market Street. The City executed these agreements with the Riverside Community College District (RCCD) and a private property owner located on University Avenue, both having vested interest in properties adjoining the Whittier Place alley. These agreements stipulate the City would administer the construction of perimeter security improvements with the RCCD being responsible for the construction costs. City Council directed staff to issue a request for bids for the construction of electronic gate and pedestrian safety improvements, and to return to Council to award the construction contract.

A Summary Vacation was recorded for Whittier Place alley on February 4, 2026, in preparation for a future project. The vacation of the alleyway and the perimeter security improvements will block access from general vehicle and pedestrian traffic.

DISCUSSION:

Purchasing Overview

On April 28, 2026, the City's Purchasing Division (Purchasing) issued Request for Bids (RFB) No. 8218 on PlanetBids seeking prospective bidders as outlined in Table 1, to construct the following improvements on the vacated Whittier Place alley (Project) (Attachment 1):

- Installation of a secure electronic gate system to be managed by RCCD at the alleyway entrances and exits;
- Installation of a telecommunication access system to maintain seamless entry for emergency services, utilities purveyors, and authorized staff;
- Installation of underground electrical facilities to serve the new automated access improvements;
- Installation of a new decorative pedestrian gate at the northern entrance of White Park to facilitate controlled public access during special events held at White Park.
- Construction of miscellaneous fencing improvements to secure the alleyway perimeter;
- The new gates and fencing adjacent to White Park shall match in kind; and
- Construction of miscellaneous concrete improvements to improve pedestrian access into White Park.

Table 1. Solicitation Notification Summary.

Action	Number of Vendors
External Vendors Notified	500
City of Riverside Vendors Notified	1,301
Vendors who downloaded the RFP	66
Proposals received	1

One question was received from prospective bidders, and no addenda were posted. RFB No. 8218 closed on May 26, 2026, with one response (Attachment 2). Purchasing sent out a questionnaire to receive feedback from the prospective bidders on why the RFB was downloaded but failed to provide a bid submission. The responses received included scheduling conflicts and multiple bid submissions occurring within the same week, which limited available time. The one

vendor response is found to be responsive and responsible as outlined in Table 2.

Table 2. Bid Results.

Vendor	Location	Bid Total	Rank
Estate Design and Construction	Culver City, CA	\$295,700	1
➤ Engineer's Estimate:		\$305,185	

Estate Design and Construction was deemed the lowest responsive and responsible bidder. The bid was within the engineer's estimated amount of \$305,185.

This action is pursuant to Purchasing Resolution 24101, Section 508 which states, "Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder."

The Purchasing Manager concurs that the recommended action is compliant with Purchasing Resolution 24101.

FISCAL IMPACT:

The total fiscal impact of this action is an increase in revenues and expenditures of \$325,270. The estimated cost including design, engineering, construction, contingencies, and contract administration is itemized in Table 3. Upon Council approval of the supplemental appropriation outline in Table 4, sufficient funds will be budgeted and available in the Grants & Restricted Programs Fund, Whittier Place Alley Fencing project accounts. The remainder of the funding from the Gas Tax fund was previously appropriated. The City will also participate in ongoing maintenance of the new perimeter security improvements as outlined in the executed reimbursement agreement.

Table 3. Project Costs

Task	Amount
Public Works Engineering Staff (In House)	\$74,730
Construction Contract	\$295,700
Construction Contingencies	\$29,570
Construction Engineering, Inspection, and Survey (In House)	\$30,000
Construction Materials Testing (TBD from Approved Panel)	
Total	\$430,000

Table 4. Project Funding

Fund	Project	Account	Amount
Grants & Restricted Programs	Whittier Place Alley Fencing	<i>Revenue</i>	
		9930400-339000	\$325,270
		<i>Expenditures</i>	
		9930400-440309	\$325,270
Gas Tax		9930427-440223	\$104,730*
Total Expenditures			\$430,000

*Previously appropriated

Prepared by: Edward Lara, Engineering Manager
Approved by: Nathan Mustafa, Public Works Director
Certified as to
availability of funds: Julie Nemes, Finance Director
Approved by: Kris Martinez, Assistant City Manager
Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Project Site Map
2. Award Recommendation