



**STAFF REPORT**  
**2/28/2024**

**TO:** Honorable Mayor and City Council Members

**FROM:** Maritza Martinez, Public Works Director

**SUBJECT:** Authorize City Manager to approve Change Order No. 1 and approve Notice of Completion for City Project No. LL-01 & LL-05, accept project as complete and direct City Clerk to record the Notice of Completion.

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**STAFF RECOMMENDATION:**

Authorize City Manager to approve Change Order No. 1 and approve Notice of Completion for City Project No. LL-01 & LL-05, accept project as complete and direct City Clerk to record the Notice of Completion.

**EXECUTIVE SUMMARY:**

In May 2022, staff presented to Council the proposed landscape improvements to the retention basins on Calle Bouganvillea and Las Lunas. Bids and specifications were drafted and the City published a Bid for Las Luna & Calle Bouganvillea Retention Basin Landscape Improvements, City Project No. LL-01 & LL-05. This bid closed on June 27, 2023. On July 26, 2023, the City Council awarded the City Project No. LL-01 & LL-05 to Superb Engineering. The project was awarded at the bid amount received of \$177,039.

Superb Engineering has completed its responsibilities on the project, including the 90 day landscape maintenance period. Staff recommends that their work be accepted as complete and that the City Council authorize the filing of a Notice of Completion.

**FISCAL IMPACT:**

The recommended action will not have additional fiscal impacts. The amount of Change Order No. 1 reflects a savings from the awarded amount of \$3,934. The contracted expenditures total \$173,105.

Attachments:  
Change Order No. 1  
Notice of Completion