

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: December 12, 2024

PREPARED BY: Shawn Muir, Community Services Manager

SUBJECT: ACCEPT THE PALMA VILLAGE PARK IMPROVEMENTS AS COMPLETE, AND AUTHORIZE THE CITY CLERK TO FILE THE NOTICE OF COMPLETION (PROJECT NO. MPK00007)

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## **RECOMMENDATION:**

1. Accept Contract No. C47470 for the Palma Village Park Improvements, Project No. MPK00007, as completed in accordance with the plans and specifications.
2. Authorize the Mayor to execute and the City Clerk to file the Notice of Completion.

## **BACKGROUND/ANALYSIS:**

On April 25, 2024, the City Council awarded Contract No. C47470 to Western State Builders, Inc., in the amount of \$381,437, with an additional \$78,000 contingency, to construct improvements at Palma Village Park.

Work commenced on October 21, 2024, and the following new improvements were made at Palma Village Park:

- Park Furnishings (3 picnic tables, 8 benches, 2 trash receptacles, 1 BBQ grill, 1 drinking fountain and 1 shade structure)
- Landscaping, hardscaping, and irrigation system
- Concrete pavement

On December 2, 2024, City staff conducted a final inspection with the contractor and confirmed that the project had been completed in accordance with the contract requirements.

## **Legal Review:**

This report has been reviewed by the City Attorney's Office.

## **FINANCIAL IMPACT:**

There is no further financial impact associated with this action. The unused contingency funds in the amount of \$78,000 will be returned to the Capital Projects Fund Balance for reallocation.

## **ATTACHMENTS:**

1. Notice of Completion
2. Vicinity Map