

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 03/10/08		Item Number: <u>C-6</u>	
AGENDA ITEM: (1) Waiver of the Competitive Bidding Procedure as Authorized by § 3.07.065(D) of the Culver City Municipal Code and (2) Approval of an Agreement with Pump Masters to Replace Two Emergency Back-up Sump Pumps located on the P-2 level of the City Hall Parking Structure.			
Contact Person/Dept.: Eric Mirzaian Public Works-Maintenance Operations		Phone Number: (310) 253-6410	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Master Notification List (03/05/08); Pump Masters (03/03/08) .			
Department Approval: Charles D. Herbertson (02/28/08)		City Attorney Approval: Carol Schwab (by H. Baker) (03/04/08)	
Fiscal Impact Review: Jeff Muir (by M. Noller) (03/05/08)		City Manager Approval: Jerry B. Fulwood (03/05/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council (1) waive the competitive bidding procedure as authorized by § 3.07.065(D) of the Culver City Municipal Code and (2) approve an agreement with Pump Masters in the amount of \$18,617.00 to replace two emergency back-up sump pumps located on the P-2 level of the City Hall Parking Structure. <u>BACKGROUND:</u> At its January 14, 2008 meeting, the City Council approved entering into an agreement with Pump Masters to replace the two primary sump pumps located at City Hall. The work was necessary since the motors, seals and volutes of these pumps had failed. At that time, one of the two emergency back-up pumps had failed as well. These pumps are utilized to pump storm water and residual water from the City Hall courtyard to the storm drain system. These pumps are the original units that were installed when City Hall was built in 1995. Staff is now requesting approval to replace both emergency back-up sump pumps. <u>DISCUSSION:</u> At the time Pump Masters was awarded the contract to replace the primary pumps, Staff received quotes from two other contractors in addition to Pump Masters' quote			

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via an informal bidding process. Pump Masters was awarded the contract since they provided the best overall quote and warranty, as well as, the best understanding of the project requirements.

The City's Charter provisions regarding public works contracts did not require a formal bidding process for the replacement of the primary pumps, as it did not exceed \$25,000. For the replacement of the emergency pumps, Staff attempted to obtain quotes from the two other contractors (PumpMan.com & General Plumbing Services) that provided quotes for the primary pump repair but they did not provide quotes. Subsequently, Staff has not been able to find other qualified vendors that have been able to demonstrate good overall knowledge of the work. Thus, Staff is recommending awarding a contract to Pump Masters for this work without a formal competitive bidding procedure per § 3.07.065(D) of the City's Municipal Code, which allows the City Council to waive the formal competitive bidding procedure for purchase of equipment which is a component for equipment or a subsystem of equipment previously acquired by the City, and is necessary to repair, maintain or improve the City's utilization of the equipment.

FISCAL ANALYSIS:

There are sufficient funds available in the Capital Improvement Project P-132, Citywide Building Repairs (42000132), to cover the requested repair. Capital Improvement Project P-132 was established specifically for maintenance repairs, such as this, on municipal buildings.

ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Waive the formal competitive bidding procedure as authorized by § 3.07.065(D) of the Municipal Code; and,
2. Approve an agreement with Pump Masters in the amount of \$18,617.00 to repair emergency back-up sump pumps located on the P-2 Level of the City Hall Parking Structure; and,
3. Authorize the City Attorney to review/prepare the necessary documents and authorize the City Manager to execute such documents on behalf of the City.