

**City of Culver City, California  
Agenda Item Report**

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| Meeting Date: 10/24/2011                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | Item Number: <u>C-7</u>                                                                |  |
| <b>CITY COUNCIL AGENDA ITEM: Authorization to Release Notice Inviting Bids for Lighting Upgrade Project at City Hall and Cardiff Parking Structures under the Federal Department of Energy's Energy Efficiency &amp; Conservation Block Grant program (American Recovery and Reinvestment Act {Stimulus} Funding)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                        |  |
| Contact Person/Dept.:<br>Eric Mirzaian/Public Works Department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | Phone Number:<br>(310) 253-6410                                                        |  |
| Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>     |  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | Action Item: <input type="checkbox"/> Attachments: <input checked="" type="checkbox"/> |  |
| Commission Action Required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | Date: _____                                                                            |  |
| Public Notification (E-mail) Meetings and Agendas-City Council (10/20/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                                        |  |
| Department Approval:<br>Charles D. Herbertson (10/12/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | City Attorney Approval:<br>Carol A. Schwab (10/20/11)                                  |  |
| Chief Financial Officer Approval:<br>Jeff Muir (by K. Marsden) (10/19/11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | City Manager Approval:<br>John M. Nachbar (10/20/11)                                   |  |
| <p><b><u>RECOMMENDATION:</u></b></p> <p>Staff recommends the City Council authorize the Public Works Department to release a Notice Inviting Bids for the lighting upgrade project at the City Hall and Cardiff Parking Structures that will be funded by a Federal Department of Energy's (DOE) Energy Efficiency &amp; Conservation Block Grant (EECBG).</p> <p><b><u>BACKGROUND:</u></b></p> <p>At its January 24, 2011 meeting, the City Council accepted a grant in the amount of \$194,900 from Federal stimulus funds and approved a professional services agreement between the City and EFM Solutions (EFM) to assist the City with the management of the City's EECBG. EFM was brought on board to assist the City in preparing the technical specifications for this project, provide project management services and to perform all necessary reporting and documentation as required by DOE regulations.</p> <p><b><u>DISCUSSION:</u></b></p> <p>To date, EFM has performed a lighting analysis at the two sites and made subsequent technical recommendations based on lighting needs and cost to benefit impact. EFM has also assisted the City in preparing the attached Notice Inviting Bids. The project will consist of replacing the existing high pressure sodium (HPS), metal halide and fluorescent lighting at both parking structures with more energy</p> |  |                                                                                        |  |

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efficient induction and fluorescent lighting units. A portion of the \$194,900 block grant was utilized to fund the services of EFM, while the remaining amount will be devoted to construction of the upgrade project.

Should the City Council approve the release of the Notice Inviting Bids, the following table includes the timeline for this project:

| <b>Task</b>                        | <b>Time Frame</b> |
|------------------------------------|-------------------|
| Notice Inviting Bids Approval      | October 24, 2011  |
| Release of Notice Inviting Bids    | October 25, 2011  |
| Public Bid Opening                 | December 1, 2011  |
| Consideration of Award of Contract | TBD               |

**FISCAL ANALYSIS:**

The release of the Notice Inviting Bids does not create a substantive fiscal impact on the City. After review of bids submitted for the proposed project, staff will include a discussion of the fiscal impact of awarding a contract in a subsequent report.

**ATTACHMENTS:**

1. Copy of the Notice Inviting Bids

**MOTION:**

That the City Council:

Authorize the release of a Notice Inviting Bids for the Lighting Upgrade Project at City Hall and Cardiff Parking Structures Under the Department of Energy's Energy Efficiency & Conservation Block Grant (American Recovery and Reinvestment Act Funding).