

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 03/10/08		Item Number: <u>C-7</u>	
AGENDA ITEM: (1) Waiver of the Formal Competitive Bidding Process as Authorized by § 3.07.065(C) of the Culver City Municipal Code and (2) Approval of the Purchase a CUES West Portable Closed Circuit Television Sewer Line Inspection System through an Authorized Distributor, Plumbers Depot, Inc.			
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); Plumbers Depot, Inc. <u>03/03/08</u> . .			
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) (03/04/08)		City Manager Approval: Jerry B. Fulwood (03/05/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council (1) waive the formal competitive bidding process for the purchase of a CUES West (CUES) portable closed circuit television sewer line inspection system (CCTV System) as authorized by § 3.07.065(C) of the Culver City Municipal Code and (2) approve the purchase of the CCTV System through an authorized distributor, Plumbers Depot, Inc., in the amount of \$89,990.00.. <u>BACKGROUND:</u> The Public Works Department is responsible for maintaining 86 miles of underground sewer lines. The Department's Sewer Maintenance Division cleans on average 9,600 feet of sewer lines per week by flushing and high-pressure water jetting. Additionally, the Sewer Maintenance Division routinely responds to calls of possible sewer backups, odors, or other problems in the system. These problems are often out of sight and can not be diagnosed without adequate CCTV inspections. Currently, Staff must contact vendors to perform CCTV inspections, which can cause delays and can cost approximately \$2,500 per spot inspection. The recommended CCTV System will allow the Department to diagnose sewer problems in a timely manner.			

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DISCUSSION:

Staff recommends that the formal competitive bidding process be waived per Culver City Municipal Code § 3.07.065(C). Within the past year, the City of Ontario purchased a CCTV System from CUES that is identical to the system Staff is recommending for purchase. Section 3.07.065(C) of the Municipal Code allows for exemption from the formal competitive bidding process if supplies or equipment can be purchased from a vendor that has offered the same terms and conditions to another public agency through a competitive bidding process. The City of Ontario released a Notice Inviting Bids in May of 2007 for the purchase of their CCTV System. CUES has agreed to offer the same model CCTV System under the same terms and condition to the City of Culver City.

Staff reviewed and tested several different models of CCTV Systems and determined this particular CUES model to be the most effective at meeting the operational needs of the department.

FISCAL ANALYSIS:

There is sufficient funding available in the fiscal 2007-08 Sewer Division budget in account 20466100.514100 – Departmental Special Supplies, for the requested purchase of the CCTV System:

ATTACHMENTS:

1. Letter of agreement from CUES West to offer the same terms and conditions provided to the City of Ontario.
2. Copy of the City of Ontario's Notice Inviting Bids.
3. Copy of the City of Ontario's Purchase Order for their CCTV System.

MOTION:

That the City Council:

1. Waive the formal competitive bidding procedure as authorized by § 3.07.065(C) of the Culver City Municipal Code; and,
2. Authorize the purchase of a CUES portable CCTV System through Plumbers Depot, Inc. in the amount of \$89,990.00; 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