

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

Meeting Date: 1/24/2011		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: FOUR-FIFTHS VOTE REQUIREMENT - (1) Acceptance of a Grant in the Amount of \$194,900 from Federal Stimulus Funds, (2) Approval of a Professional Services Agreement with EFM Solutions for Management of the City's Energy Efficiency and Conservation Block Grant Administered by the Department of Energy and (3) Approval of a Related Budget Amendment.			
Contact Person/Dept.: Eric Mirzaian/PW		Phone Number: (310) 253-6410	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification (E-mail) Meetings and Agendas-City Council (01/19/11);; EFM Solutions, First Carbon Solutions, and Pacific West Energy Solutions via letter on (01/17/11).			
Department Approval: Charles D. Herbertson (01/12/11)		City Attorney Approval: Carol Schwab (by H. Baker) (01/18/11)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (01/19/11)		City Manager Approval: John M. Nachbar (01/19/11)	
<u>RECOMMENDATION:</u> Staff recommends the City Council (1) Accept a grant in the amount of \$194,900 from Federal stimulus funds, (2) approve a Professional Services Agreement with EFM Solutions (EFM) for management of the City's Energy Efficiency and Conservation Block Grant (EECBG) administered by the Department of Energy (DOE) and (3) approve a related budget amendment. <i>A budget amendment requires a four-fifths vote</i> <u>BACKGROUND:</u> On February 17, 2009, President Barack Obama signed into law the American Reinvestment and Recovery Act (ARRA – stimulus funds). This \$787 billion economic stimulus package includes \$3.2 billion in funding for energy efficiency and fossil fuel reductions. Based on residential and daytime population for all cities and counties nationwide, Culver City has been allocated \$194,900 from the EECBG. The EECBG is administered by the Department of Energy (DOE). Eligible projects include any strategy to reduce fossil fuel emissions, total energy use, and improve energy efficiency in all sectors.			

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DISCUSSION:

On October 25, 2010, the City Council authorized the release of a Request for Proposal (RFP) to qualified energy service companies that will assist the City in preparing the design work and technical specifications for a lighting upgrade project at the City Hall and Cardiff parking structures. The project will consist of replacing the existing high pressure sodium (HPS), metal halide and fluorescent lighting at both parking structures with more energy efficient Light Emitting Diode (LED), induction lighting units or other efficient lighting technologies. The RFP also required that the selected firm assist City Staff in selecting qualified contractors to perform the actual retrofit and perform all necessary reporting and documentation as required by DOE regulations.

On November 30, 2010, three firms responded to the RFP and the results were as follows:

First Carbon Solutions.....	\$20,000
EFM Solutions.....	\$25,000
Pacific West Energy Solutions.....	\$32,159

Based upon company profile, qualifications and references, staff feels EFM demonstrated the best understanding of the RFP requirements. In addition, reference checks have shown they have the knowledge to assist with such a lighting upgrade project and to meet the reporting guidelines required for the EECBG.

A portion of the \$194,900 will be utilized to fund the services that will be provided by EFM, while the remaining amount will be devoted to the upgrade project. Staff will return to the City Council at a future date to obtain approval to release the Notice Inviting Bids for the upgrade project once the specifications have been prepared.

FISCAL ANALYSIS:

Beyond staff time, this project will not require any additional funding from the City. A budget amendment will be required to (1) accept the grant funds in the amount of \$194,900 and (2) appropriate those funds into the following business unit: 42300935 – CCEBG Lighting Retrofit. A budget amendment requires a four-fifths vote.

ATTACHMENTS:

1. Copy of EFM's proposal (schedule of fees only)

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MOTIONS:

That the City Council:

1. Accept a grant from the Department of Energy's Energy Efficiency and Conservation Block Grant (EECBG) in the amount of \$194,900; and,
2. Approve a professional services agreement with EFM Solutions in the amount of \$25,000 for management of the City's Energy Efficiency and Conservation Block Grant; and,
3. Authorize the Director of Public Works/City Engineer to approve change orders in the amount of \$5,000; and,
4. Approve a budget amendment (1) accepting the grant funds in the amount of \$194,900 and appropriating said funds into 42300935 – CCEBG Lighting Retrofit (***a budget amendment requires a four-fifths vote***); and,
5. Authorize the City Attorney to review/prepare the necessary documents; and,
6. Authorize the City Manager to execute such documents on behalf of the City.