

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

Meeting Date: <u>05/28/13</u>		Item Number: <u>C-2</u>	
CITY COUNCIL AGENDA ITEM: FOUR-FIFTHS VOTE REQUIREMENT – (1) Approval to Purchase and Install Replacement Parts for the Emergency Notification System and the Sewer Flow Monitoring System (ENS/SFMS); (2) Approval of an Amendment to Utility Systems, Science and Software Incorporated (US3)'s Existing Professional Services Agreement; and (3) Approval of a Budget Amendment Related Thereto.			
Contact Person/Dept.: Gabe Garcia		Phone Number: (310) 253-5633	
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 Agenda – City Council (05/23/2013); (E-Mail) Utility Systems, Science and Software, Inc.			
Department Approval: Charles Herbertson (05/15/13)		City Attorney Approval: Carol Schwab (by H. Baker) (05/21/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (05/21/13)		City Manager Approval: John Nachbar: (05/21/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council 1) approve the purchase and installation of replacement parts for the Sewer Emergency Notification System and Sewer Flow Monitoring System (ENS/SFMS); 2) approve an amendment to the existing professional services agreement with Utility Systems, Science, and Software, Inc. (US3); and 3) approve a budget amendment related thereto (the budget amendments requires a 4/5th vote). <u>BACKGROUND:</u> On March 23, 2009, the City Council approved entering into a five-year professional services agreement with US3 (in one-year renewable increments), for the maintenance of the Emergency Notification System and Sewer Flow Monitoring System (ENS/SFMS), in the amount of \$277,325 and authorized 10% of contract amount for change orders. The Contract consists of maintaining the day-to-day operations of the systems but it excludes the purchase and replacement of parts and components of the ENS/SFMS systems. Many parts and components of the systems are located in harsh environments and have a life of several years. It is critical that operation of the ENS/SFMS is fully functional to minimize sewage spills and to ensure that sewer flow data collection reporting is in compliance with the Amalgamated Agreement with the City of Los Angeles. Sewer spills can result in substantial fines by the State. Missing sewer flow data can result in penalties by City of Los Angeles.			

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On September 14, 2009, the City Council approved \$303,771 for purchase of replacement parts and components and \$93,750 for professional services and labor to US3 for implementation.

On September 12, 2011, the City Council approved \$303,931 for the purchase of replacement parts and components and \$101,805 in professional services and labor to US3 for implementation.

DISCUSSION:

Following a thorough assessment by staff and consultants, of the seven pump stations and 10 field monitoring sites, ENS/SFMS parts and components that require replacement have been identified. Additionally, the list includes back-up parts and components for critical parts and components. The attached Table 1 contains a summary and a total of \$347,934 is required to purchase parts and components for the ENS/SFMS.

Staff recommends entering into a single-source agreement with US3 because the firm is a dealer in the Southern California area for most parts used in the ENS/SFMS system, and/or an integrator of those parts for which they are not a dealer. Additionally, they have about 10 years' experience with the ENS/SFMS system in Culver City, and their knowledge of the system affords positive economies of time. Furthermore, US3 will provide the parts at their cost, without charging the City overhead – in some instances, that cost is less than the City would pay if it purchased the parts on its own, rather than through a dealer. Finally, management of the project will be simplified in that staff will not need to work with two or more contractors, which is particularly beneficial and prevents a situation of one contractor attributing a failure to another contractor.

The additional professional services hours required to replace the parts and components, perform programming, calibrate, and test their operation, are estimated to be 808 hours, for a total cost of \$120,296. Staff recommends that the existing professional services agreement with US3 be amended to increase the contract amount for the current contract year four (out of five), in an amount not-to-exceed \$120,296.

FISCAL ANALYSIS:

A budget amendment will be required in the amount of \$468,230 from the Sewer Fund reserve to the Sewer Operating account 20460300.619800. There are more than sufficient reserves to cover this cost.

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ATTACHMENTS:

1. Table 1 – Emergency Notification System/Sewer Flow Monitoring System (ENS/SFMS), Parts and Services Needed for Year 4 of 5

MOTIONS:

That the City Council:

1. Approve the purchase of parts and services for the ENS/SFMS, for a not-to-exceed amount of \$347,934;
2. Approve an amendment to the existing professional services agreement with Utility Systems, Science, and Software, Inc., for a not-to-exceed amount of \$120,296;
3. Approve a budget amendment appropriating \$468,230 from the Sewer Enterprise Fund reserve to Sewer Operating account;
4. Authorize the City Attorney to review/prepare the necessary documents; and
5. Authorize the City Manager to execute such documents on behalf of the City.