

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 12/22/08		Item Number: <u>C-5</u>	
AGENDA ITEM: Approval of a Contract with Besam Us, Inc. for the Installation of ADA Doors at Veterans Memorial Building, P-908			
Contact Person/Dept.: Hong Wang/PW		Phone Number: 310.253.5604	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Master E-Mail Notification List (12/17/08); Besam US, Inc., Pasco Doors, and Nesdoor Entry Systems Corp. via telephone on (12/17/08)			
Department Approval: Charles D. Herbertson (12/11/08)		City Attorney Approval: Carol Schwab (by H. Baker) (12/17/08)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball)(12/17/08)		City Manager Approval: Jerry B. Fulwood (12/17/08)	

RECOMMENDATION:

Staff recommends the City Council approve a contract with Besam US, Inc. in the amount of \$18,036 for the Installation of ADA Doors at Veterans Memorial Building, P-908.

BACKGROUND/DISCUSSION:

This project is for the purchase and installation of automatic doors in compliance with the American with Disabilities Act (ADA) at the Registration Office of the Veterans Memorial Building Complex. The new doors will provide easy access for individuals in wheelchairs.

Three bid quotes were obtained by staff:

CONTRACTOR

BID AMOUNTS

1. Besam US, Inc.	\$18,036.00
2. Pasco Doors	\$18,352.32
3. Nesdoor Entry Systems Corp.	\$20,886.43

Staff reviewed the lowest bid quote from Besam US, Inc. and found it is complete and acceptable. Besam Us, Inc. has installed ADA doors for several public agencies, including ADA doors at the Culver City's Senior Center building when it was built in 2002. These doors are still in good working order.

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Pursuant to the City's Charter provisions regarding public works contracts¹, a formal bidding procedure is not required because the cost of this Public Works contract is less than \$25,000.

As a cost saving measure, Public Works Operations maintenance staff will perform the necessary electrical work to provide the power source to the ADA automatic doors. The installation is scheduled to be completed in February 2009.

FISCAL ANALYSIS:

The project is funded by a Community Development Block Grant (total CDBG amount allocated is \$18,829, Account No. 42800908) obtained through the County of Los Angeles Community Development Commission. Per the 2008-09 Adopted CIP budget, an additional \$8,700 in matching funds has been earmarked in the Veterans Memorial Building refurbishment project in the Park Facilities Fund, (Account No. 41900876). The total amount allocated for this project is \$27,529, which is sufficient to cover the proposed contract. This project was approved by the City Council for the Fiscal Year 2008/09 Capital Improvement budget

MOTIONS:

That the City Council:

1. Approve a contract with Besam US, Inc. for the Installation of ADA Doors at Veterans Memorial Building, P-908 and P-876, based on its bid amount of \$18,306.
2. Authorize the Public Works Director/City Engineer to approve change orders, if necessary, for an amount not-to-exceed \$1,800, and
3. Authorize the City Attorney to review/prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.

¹ Charter Section 2007 provides that the procedures for awarding public works contracts as set forth in the "old" Charter will remain in effect until such time as the City Council establishes, by ordinance, different procedures. Therefore, the current procedures are set forth in "old" Charter Section 1304.