

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

Meeting Date: <u>03/24/14</u>	Item Number: <u>C-1</u>
CITY COUNCIL AGENDA ITEM: Approval of an Amendment to the Existing Professional Services Agreement with Eagle Pump Services, Inc. in an Amount Not-to-Exceed \$10,000.	
Contact Person/Dept.: Patrick Reynolds, Parks Division Manager	Phone Number: (310) 253-6470
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 (03/19/14).	
Department Approval: Dan Hernandez (03/12/14)	City Attorney Approval: Carol Schwab (by H. Baker) (03/18/14)
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (03/19/14)	City Manager Approval: John M. Nachbar (03/19/14)

RECOMMENDATION:

Staff recommends the City Council approve an amendment to the existing Professional Services Agreement (Agreement) with Eagle Pump Services, Inc. in an amount not-to-exceed \$10,000.00.

BACKGROUND:

In December 2013, the City entered into a Professional Services Agreement with Eagle Pump Services, Inc. for on-call irrigation booster pump maintenance at Culver City parks. The services provided include routine maintenance, minor repairs, and “system upgrades.” A system upgrade involves a complete overhaul of an existing pump to ensure that it operates at maximum efficiency. This Agreement was administratively approved.

DISCUSSION:

In Fiscal Year 2013/14, expenditures for Eagle Pump Services, Inc. are as follows:

Date	Status	Description	Amount
10/03/13	Complete	Pump Repairs at Veterans' Memorial Park	\$4,198.84
02/11/14	Complete	Full Flow and System Operations Testing	\$595.00
02/19/14	In Progress	Upgrade System at Culver City Park Ball Fields	\$17,241.38
02/26/14	In Progress	Upgrade System at Veterans' Memorial Park	\$4,129.77
03/07/14	Complete	Babe Ruth Field Routine Maintenance	\$904.37
Total			\$27,069.36

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Staff recently received an estimate of \$4,488.53 from Eagle Pump Services, Inc. to complete a necessary system upgrade at Fox Hills Park. The addition of these services will exceed the \$30,000 administrative authority for professional services agreements. Also, based on past experience, staff anticipates that other irrigation booster pump maintenance issues are likely to arise before the end of the current fiscal year. Therefore, staff recommends that the City Council approve an amendment to the existing Professional Services Agreement with Eagle Pump Services, Inc. in an amount not-to-exceed \$10,000.00 (for a total revised not-to-exceed amount of \$40,000).

Pursuant to Culver City Municipal Code Section 3.07.045.A, because the booster pumps are proprietary equipment that was designed by Eagle Pump Services, Inc. specifically for the Culver City park irrigation system, these services are excepted from the competitive bidding requirements.

FISCAL ANALYSIS:

There are sufficient appropriations in account 41980000.730100.PZ612 (Park Facilities Fund / Other Contractual Services / Upgrade Park Irrigation Systems) to fund this proposed amendment to the Eagle Pump Services, Inc. Professional Services Agreement.

MOTION:

That the City Council:

1. Approve an amendment to the existing Professional Services Agreement with Eagle Pump Services, Inc. in an amount not-to-exceed \$10,000.00 (for a total not-to-exceed amount of \$40,000); and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.