

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

Meeting Date: 6/4/2012		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: (1) Approval of a Professional Services Agreements with MB Herzog Electric, Inc. for Repair of the Landscape Lighting, Pathway Lighting and Electrical Receptacle Replacement at Town Plaza and (2) Approval of a Purchase Order with Prudential Lighting Products for the Purchase of Fixtures and Lamps that will be used in the Repair.			
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 (05/31/12); MB Herzog Electric, Inc. and Prudential Lighting Products on (5/31/2012)			
Department Approval: Charles D. Herbertson (05/22/12)		City Attorney Approval: Carol Schwab (by H. Baker) (05/30/12)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (05/30/12)		City Manager Approval: John M. Nachbar (05/30/12)	
<u>RECOMMENDATION:</u> Staff Recommends the City Council (1) approve a professional services agreement with MB Herzog Electric, Inc. (Herzog) as the lowest responsive and responsible bidder for repair of the landscape lighting, pathway lighting and electrical receptacle replacement at Town Plaza and (2) approve a purchase order with Prudential Lighting Products (Prudential) for the purchase of fixtures and lamps that will be used in the repair. <u>BACKGROUND:</u> The existing landscape lighting and electrical outlets at Town Plaza are located within the landscape planters and are used to illuminate the trees, canopy and pathway area. The electrical outlets are used for special events and needs if power is required. Over the years, many of the lights and electrical outlets have been broken or vandalized. <u>DISCUSSION:</u> After reviewing the area and consulting with lighting manufacturers, Staff has come up with a plan to reduce the number of fixtures in the planters and replace them with more effective and energy efficient lighting options, including Light Emitting Diodes			

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(LEDs), and to relocate the existing pathway lights for better coverage. Additionally, with the new fixture design and the relocation of the pathway lights to less vulnerable locations, the lights will become less susceptible to vandalism or inadvertent damage from skateboarders. The new fixtures will consist of fixtures that will be in-ground models that will be installed in the soil of the planters and of tubular lighting that will be mounted into a concrete base; thus making them more durable.

Public Works Staff received the following two quotes for the purchase of fixtures and lamps for this project:

Prudential Lighting Products.....\$39,910.00
West-Lite Supply Company, Inc.....\$43,888.04

The following three quotes were received for the repair portion of this project:

MB Herzog Electric, Inc.....\$51,437.00
A-1 Electric Service Company, Inc.....\$50,750.00
Barden Electric, Inc.....\$60,375.00

Though A-1 Electric presented a quoted amount lower than that of Herzog, it does not account for any new conduits that may be necessary for the project. The quote from Herzog does include the installation of new conduits, if necessary. Therefore, staff recommends approval of the Hertzog proposal. The fixtures and lamps are proposed to be procured separately for this project rather than have them supplied by the selected vendor to avoid markup costs on the pricing.

Culver City Municipal Code (CCMC) Sections 3.07.080 and 3.07.085 provides exemption from the formal bidding process for supplies; and personal and professional services respectively, and only requires the award of the contract be based upon competitive quotations from no less than three vendor contractors whenever practical. Per Section 3.07.085.B.5 of the CCMC, this project falls under the category of personal services, which includes the repair and maintenance of City-owned personal property. Therefore, an informal bidding process was used in which staff requested three companies to supply a quote to perform the needed repairs. The quotes representing the best value for the City in terms of both supplies and labor are being recommended.

FISCAL ANALYSIS:

There are sufficient funds available in the Improvement and Acquisition Fund-Capital Improvement Project P-952, Town Plaza Upgrades/Vandalism Deterrents (42000952), to cover the requested repairs.

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ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Approve a professional services agreement with MB Herzog Electric, Inc. in the amount of \$51,437.00 for the repair of the landscape lighting and electrical receptacle replacement at Town Plaza; and,
2. Approve a purchase order with Prudential Lighting Product in the amount of \$39,910.00 for the purchase of the necessary fixtures, lamps and receptacles that will be used in the repair; and,
3. Authorize the Public Works Director/City Engineer to approve change orders in the amount not-to-exceed \$2,572.00; and,
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.