

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

Meeting Date: 05/02/11		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: Award of Construction Contract to ACCO Engineered Systems as the Lowest Responsive and Responsible Bidder for the Replacement of Boiler and Chiller at the Veterans Memorial Building, P-132.			
Contact Person/Dept: Elaine Jeng/PW, Steve Orozco/PW		Phone Number: 310-253-5621, 310-253-6444	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (04/27/11) (Phone) ACCO Engineered Systems and Trane (04/27/11)			
Department Approval: Charles D. Herbertson (04/20/11)		City Attorney Approval: Carol Schwab (by H. Baker) (04/27/11)	
Chief Financial Officer Review: Jeff Muir (by K. Marsden) (04/27/11)		City Manager Approval: John M. Nachbar (04/27/11)	
 <u>RECOMMENDATION:</u> Staff recommends the City Council award a construction contract to ACCO Engineered Systems, as the lowest responsive and responsible bidder, for the replacement of the boiler and chiller at the Veterans Memorial Building (VMB), P-132. <u>BACKGROUND/DISCUSSION:</u> The current boiler and chiller units at Veterans Memorial building provide heating and cooling for the facility and were installed in 1968 and 1986, respectively. The units have become an ongoing maintenance issue because of frequent breakdowns. Also the units can no longer adhere to Air Quality Management District (AQMD) requirements. The proposed replacement units will operate in compliance with AQMD regulations and will be energy efficient while providing increased reliability for this heavily used facility, especially during the summer months. Culver City Municipal Code Section 3.07.085 states that the City may award purchase orders and contracts in any amount for personal services without complying with the provisions for formal bidding procedures as set forth in Section 3.07.075, provided the purchase order or contract shall be based upon competitive quotations, whenever practical. Personal services include the repair or maintenance of City-owned or occupied real property and buildings. On April 6, 2011 three vendors, Trane, ACCO Engineered Systems and Honeywell were contacted to provide informal bids for the project. A mandatory job walk was held on Tuesday, April 12, 2011, at the Veterans Memorial Building. On April 15, 2011, 2 bids were received. Bids results are summarized below:			
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	Contractor	Bid Amounts
1	ACCO Engineered Systems	\$186,351.00
2	Trane	\$207,662.00
3	Honeywell	No Bid

The apparent lowest responsive and responsible bidder is ACCO Engineered Systems. Staff reviewed ACCO Engineered Systems' bid proposal and found the bid documents were accurate and complete. In addition to the performing the scope of work as outlined in the City's request for bids, ACCO Engineered Systems will also remove the two existing co-generation units that are no longer operational and are unneeded weight on the facility's roof.

Public Works Department and Building Safety Division staff will serve as construction manager and inspector, respectively. Should the City Council award the contract, construction is slated to commence in June 2011 and anticipated to be completed in July 2011.

FISCAL ANALYSIS:

There are sufficient funds available in account 42000132 (P-132) for the construction of this project.

MOTIONS:

That the City Council:

1. Award a construction contract to ACCO Engineered System as the lowest responsive and responsible bidder in the amount of \$186,351 to replace the boiler and chiller at the VMB; and,
2. Authorize the Director of Public Works/City Engineer to approve change orders totaling a not-to-exceed amount of \$37,400, due to unforeseen conditions;
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.