

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

Meeting Date: 11/25/2013		Item Number: <u>JC-2</u>	
JOINT CITY COUNCIL AND SUCCESSOR AGENCY TO THE CULVER CITY REDEVELOPMENT AGENCY AGENDA ITEM: Approval of a Contract with Comet Electric Inc. in an Amount Not-to-Exceed \$69,747.29 (with an Additional \$6,974.73 in Contingency Funding) for the Lighting Upgrade Project at the Watseka Parking Structure as Part of the City's Energy Efficiency and Conservation Block Grant Administered by the Department of Energy.			
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 (11/19/13)			
Department Approval: Charles D. Herbertson (11/19/13)		City Attorney Approval: Carol Schwab (by H. Baker) (11/19/13)	
Chief Financial Officer Approval: Jeff Muir (11/19/13)		City Manager Approval: John M. Nachbar (11/19/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council and the Successor Agency to the Culver City Redevelopment Agency (Successor Agency) Board award a tri-party contract to Comet Electric Inc. (Comet) for the lighting upgrade project at the Watseka Parking Structure as part of the City's Energy Efficiency and Conservation Block Grant (EECBG) administered by the Department of Energy (DOE). <u>BACKGROUND:</u> On February 17, 2009, President Barack Obama signed into law the American Reinvestment and Recovery Act (ARRA). This \$787 billion economic stimulus package includes \$3.2 billion in funding for energy efficiency and fossil fuel reductions. Based on residential and daytime population for all cities and counties nationwide, Culver City has been allocated \$194,900 from the EECBG. In 2012, the Public Works Department managed two lighting upgrade projects at the City Hall and Cardiff Parking Structures utilizing EECBG funding. The projects consisted of converting high pressure sodium light fixtures to more efficient induction units and fluorescent bulbs. The total cost of these projects was \$125,433; which also included the services of a consultant to help develop the scope of work and purchasing spare fixtures. The City also received a total of \$27,733.04 in incentives through Southern California Edison.			

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DISCUSSION:

The initial grant period expired in October of 2012. Out of the total amount allocated to the City, there remains \$69,466.83 in unobligated funding. Since October 2012 staff has been working with the DOE on an extension to utilize the unobligated funding. The DOE approved an extension to the City in September 2013 with a short deadline of December 31, 2013 to complete a new project with the unobligated funding. One of the requirements of the extension was to complete a project that is similar in scope to the previous projects. Staff determined that upgrading the existing high pressure sodium lighting at the Watseka Parking Structure to more efficient induction units is the most viable project. This proposed project is similar to the work done at the City Hall Parking Structure.

Due to the short time frame between the approval of the grant extension and project completion deadline, there is not sufficient time to conduct a formal bidding process. The DOE has also indicated no more extensions can be granted. Through a competitive RFP process administered by the County of Los Angeles, the City has an agreement with The Energy Network (TEN) to assist municipalities in the County with turn-key energy efficient projects and programs. City Staff worked with TEN to conduct a site visit and obtain a quote from Comet. Comet is a pre-approved and selected contractor of TEN through the National Joint Powers Alliance; which is a public and transparent bidding process to create a pool of qualified contractors for such projects. Therefore, pursuant to Culver City Municipal Code Section 3.070.045.G, the proposed contract is excepted from the formal bidding requirements, since competitive bid procedures have already been utilized by another public agency.

Staff has also already begun working with Southern California Edison on potential rebates and incentives for the proposed project.

FISCAL ANALYSIS:

Funding for this project has already been appropriated into the following business unit: 42300935 – EECBG Lighting Retrofit. Since Comet's proposal amount of \$69,747.29 is \$280.46 over the unobligated funding balance, the overage plus project contingency for authorization for the Director of Public Works/City Engineer to approve change orders in the amount of \$6,974.73 will be allocated through business unit 42000132-Building Repairs.

ATTACHMENTS:

None.

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MOTION:

That the City Council and Successor Agency Board:

1. Approve a contract with Comet Electric Inc. in the amount of \$69,747.29 for the lighting upgrade project at the Watseka Parking Structure; and,
2. Authorize the Director of Public Works/City Engineer to approve change orders in the amount of \$6,974.73; and,
3. Authorize the City Attorney/Successor Agency General Counsel to review/prepare the necessary documents; and
4. Authorize the City Manager/Executive Director to execute such documents on behalf of the City.