

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

Meeting Date: 02/22/2010		Item Number: <u>C-8</u>	
CITY COUNCIL AGENDA ITEM: Award of a to Houston & Harris PCS, Inc. as the Lowest Responsive and Responsible Bidder for the Sewer Main CCTV and Condition Assessment (Phase I) Project, P-230			
Contact Person/Dept.: Hong Wang/PW		Phone Number: 310-253-5604	
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 (2/17/10); (Telephone) All bidders			
Department Approval: Charles D. Herbertson (02/10/10)		City Attorney Approval: Carol Schwab (by H. Baker) (02/17/10)	
Chief Financial Officer Approval: Mark Scott (by N. Kimball) (02/17/10)		City Manager Approval: Mark Scott (02/17/10)	

RECOMMENDATION:

Staff recommends that the City Council award a contract to Houston & Harris PCS, Inc., as the lowest responsive and responsible bidder, for Sewer Main CCTV and Condition Assessment (Phase I) Project, P-230.

BACKGROUND:

As the City's sewer collection system ages the risk of potential failure increases. Issues of concern include collapse, blockage, overflow, and other potential service interruptions. In an effort to overcome these challenges, closed circuit television (CCTV) inspection services are used to assess the condition of the sewer system and to provide information to prioritize sanitary sewer projects for rehabilitation and maintenance.

CCTV inspections are also used to monitor the long term performance and structural condition of the sanitary sewer systems. A condition assessment by CCTV is now a requirement in the City's Sewer System Maintenance Plan (SSMP) under the City's discharge permit for its sanitary sewer system. Early detection of defects can prevent failures that can be costly due to emergency repairs and clean up costs if sewer overflows result. CCTV inspections are an ongoing program for the sanitary sewer systems.

Under this contract, approximately 29 miles out of total 89 miles of City sewer mains are scheduled to be cleaned, inspected, and rated based on National Association of Sewer Service Companies' standards.

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DISCUSSION:

On February 4, 2010, the City Clerk's Office staff publicly opened the bids. Six contractors responded with the following bid amounts:

	<u>CONTRACTOR</u>	<u>BID AMOUNTS</u>
1	Houston & Harris PCS, Inc.	\$216,497
2	Performance Pipeline Technologies	\$226,559
3	Advanced Sewer Technologies	\$311,932
4	Nor Cal Pipeline Services	\$353,738
5	Empire Pipe Cleaning & Equipment, Inc.	\$445,525
6	National Plant Services, Inc.	\$687,104

Staff reviewed the 6 (six) sets of contractor bid documents and determined Houston & Harris PCS, Inc. submitted the lowest bid amount. Staff reviewed the bid proposal from Houston & Harris PCS, Inc. and found the bid documents responsive and complete. Its bid bond, contractor's license, and worker's compensation insurance were reviewed and determined to meet City requirements. Staff contacted the references (Coachella Valley Water District, City of Santa Ana, and City of Fontana) for Houston & Harris PCS, Inc. and all responded favorably towards the contractor. Staff recommends awarding the CCTV inspection contract to Houston & Harris PCS, Inc., as the lowest responsive and responsible bidder, for the Sewer Main CCTV and Condition Assessment (Phase I), P-230

The contract management of the project will be conducted by Engineering Division staff.

The proposed project will begin in April 2010 and is expected to be completed by September 2010.

Public Outreach

Approximately one week prior to sewer cleaning and CCTV activity, the adjacent businesses and residences will be provided with written information on the project schedule and contact information for questions and/or concerns regarding the project. In rare occasions, nighttime work may be required in order to inspect/assess the pipeline condition accurately under low flow conditions.

FISCAL ANALYSIS:

The project is proposed to be funded with Sewer Enterprise Funds.

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Remaining Project Budget (as of 2/17/2010)	
Funding Source	Amount
Waste Water Enterprise Fund (20400230)	\$350,342
Total =	\$350,342

Estimated Project Expenses	
Sewer Main CCTV and Condition Assessment (Phase I), P-230	\$216,497
10% project contingency	\$21,000
Total Estimated Project Expenses	\$237,497

Therefore, there are sufficient funds to cover the proposed contract.

MOTIONS:

That the City Council:

- 1) Award a contract to Houston & Harris PCS, Inc., as the lowest responsible and responsive bidder, for the Sewer Main CCTV and Condition Assessment (Phase I) Project, P-230, in the amount of \$216,497; and,
- 2) Authorize the Public Works Director/City Engineer to approve change orders in the amount not to exceed \$21,000 (10% contingency), if necessary; 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.