

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 02/23/09		Item Number: <u>C-6</u>	
AGENDA ITEM: Approval of an Amendment to the Existing Professional Services Agreement with Chem Pro Laboratory, Inc., to Install New Sampling Stations in Accordance with the Amalgamated Sewer Agreement with the City of Los Angeles			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: 310-253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Chem Pro Laboratory was notified via e-mail on February 18, 2009, and Master E-Mail Notification List emailed on February 18, 2009.			
Department Approval: Charles D. Herbertson (02/12/09)		City Attorney Approval: Carol Schwab (by H. Baker) (02/18/09)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (02/18/09)		City Manager Approval: Jerry B. Fulwood (02/18/09)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve an amendment to the existing professional services agreement with Chem Pro Laboratory, Inc. in an amount not-to-exceed \$5,548.96, for the installation of new sampling stations. <u>BACKGROUND:</u> Culver City has contracted with Chem Pro Laboratories, Inc., on an annual basis, to provide wastewater sampling and testing in accordance with the Amalgamated Sewer Agreement (Agreement) with the City of Los Angeles. In 2002, the City entered into a 5-year contract with an optional 5-year administrative contract extension. In 2007, staff administratively approved a 5-year contract extension. Chem Pro Laboratory, Inc, has been providing excellent service to the City. Their annual contract amount is \$12,400. The City of Los Angeles informed staff that the sampling and testing of the sewage may not have been conducted per requirements in the Agreement. Upon investigation it was determined that the original contract with Chem Pro Laboratory required a time-composite sampling method and not a flow-weighted sampling method. Time-composite sampling is done every 30 minutes and not based on the flow amount of sewage at the time of testing. Flow-weighted sampling is done every 15 minutes and based on flow amount of sewage at the time of testing. As a result, a contract amendment of Chem Pro's contract is necessary in order to ensure continued compliance with the Agreement.			

City of Culver City, California
City Council Agenda Item Report

Chem Pro submitted a proposal to install special sampling stations at various locations in order to conduct flow-weighted sampling. The proposal was in the amount of \$22,154. On August 11, 2008, the City Council approved the proposal (which was the first amendment to the existing professional services agreement).

DISCUSSION:

During the course of construction, the Braddock Sewer Pump Station (Station) experienced pump problems and, as a result, accurate sewage samples could not be taken. It was decided to move the sampling from inside the Station to the first manhole outside the Station. Having the sampling point outside the Station eliminates the problems with sampling associated with pump operation. In order to accomplish this sampling point relocation, a new flow logger and a conduit to the manhole were required to be installed at the Station. The new flow logger material and installation cost is \$4,405.59. The conduit between the manhole and the Station under the street was installed by a separate contract by Escobar Contracting in the amount of \$6,586.

In addition to the \$4,405.59 necessary to purchase and install the new flow logger, the first amendment approved on August 11, 2008, inadvertently did not include sales tax in the amount of \$1,143.37. Therefore, the total amount of the second amendment to the existing professional services agreement with ChemPro Laboratory is \$5,548.96.

FISCAL ANALYSIS:

The cost of the change order can be funded by the sewer enterprise account number 20466100.619800 (Other Contractual Services) where sufficient funds are available.

MOTIONS:

That the City Council:

- 1) Approve an amendment to the existing professional services agreement with Chem Pro Laboratory in an amount not-to-exceed \$5,548.96 for installation of new sewage sampling stations.
- 2) Authorize the City Attorney to review/prepare the necessary documents; and,

City of Culver City, California
City Council Agenda Item Report

- 3) Authorize the City Manager to execute such documents on behalf of the City.