



City of Culver City

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Staff Report Details (With Text)

File #: 24-500 **Version:** 1 **Name:**

Type: Minute Order **Status:** Consent Agenda

File created: 11/16/2023 **In control:** City Council Meeting Agenda

On agenda: 12/11/2023 **Final action:**

Title: CC - CONSENT ITEM: (1) Approval of an Amendment to the Existing Agreement with Southland Industries for Building Automation Software Upgrade for the Transportation Facility in an Amount Not-to-Exceed \$30,000; and (2) Authorization to the City Manager to Approve Additional Amendment(s) to the Agreement for Contingency Costs Not-to-Exceed \$10,000.

Sponsors:

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Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Meeting Date: December 11, 2023

Contact Person/Dept: Scott Newton/Transportation Department

Phone Number: (310) 253-6533

Fiscal Impact: Yes No

General Fund: Yes No

Attachments: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (12/05/23)

Department Approval: Diana Chang, Chief Transportation Officer (11/20/23)

RECOMMENDATION

Staff Recommends the City Council (1) approve an amendment to existing agreement with Southland Industries for Building Automation Software Upgrade for the Transportation Facility in an amount not-to-exceed \$30,000; and authorization to the City Manager to approve additional amendment(s) to the

agreement for contingency costs in an amount not-to-exceed \$10,000.

BACKGROUND/DISCUSSION

Southland Industries provides a software that allows for central controls of heating, ventilation, and air conditioning (HVAC) systems. The Culver City Public Works Department currently has an agreement with Southland Industries to upgrade the City's HVAC software and provide maintenance until July 31, 2024.

The Transportation Facility is undergoing an HVAC replacement which requires new integration into the software system. Staff recommends amending the scope of the current agreement with Southland Industries to include the removal and replacement of the HVAC controls of the Transportation Building, the removal and replacement of the exhaust fan controls, and staff training on the new software functions. This additional work is anticipated to cost approximately \$30,000. In addition, staff recommends that Council authorize an additional \$10,000 for contingency costs in the event that there is unanticipated work needed to accomplish the intended HVAC control system upgrade.

FISCAL ANALYSIS

The Adopted Budget for Fiscal Year 2023-2024 includes sufficient funding in Account No. 20370210.619800 (Transportation Operations Facilities - Other Contractual Services) to cover the cost of these services. All services will be paid for with Transportation Department funds.

ATTACHMENTS

None.

MOTIONS

That the City Council:

1. Approve an amendment to an existing agreement with Southland Industries for an amount \$30,000;
2. Authorize the City Manager to approve additional amendment(s) to the agreement for contingency costs in an amount not-to-exceed \$10,000;
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.