



City of Culver City

Staff Report

File #: 21-321, Version: 1

Item #: C-9.

CC - Approval of an Amendment to the Existing Agreement with Natural Gas Systems to Provide Maintenance Services at the Culver City Transportation Facility's Compressed Natural Gas Station for an Additional Three-Month Period in an Amount Not-to-Exceed \$7,500.

Meeting Date: September 29, 2020

Contact Person/Dept: Allison Cohen/Transportation

Phone Number: (310) 253-6543

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing:

Action Item:

Attachments: Yes No

Commission Action Required: Yes No

Public Notification: (E-Mail) Meetings and Agendas (09/23/2020);

Department Approval: Rolando Cruz (09/21/2020)

RECOMMENDATION

Staff recommends the City Council approve an amendment to the existing agreement with Natural Gas Systems (NGS) to provide maintenance services related to the operation of the City's compressed natural gas station located at the Culver City Transportation Facility for an additional three-month period in an amount not-to-exceed \$7,500.

BACKGROUND/DISCUSSION

Since 1997, Culver City has owned and operated its own Compressed Natural Gas (CNG) Refueling Station. The Station serves more than 100 vehicles operated by City staff and the Culver City Unified School District. Today, CNG accounts for more than 80% of the City's total dispensed fuel.

The City has contracted with third-party vendors for the maintenance and repair of the station and its associated equipment since 2001. On September 15, 2015, Council authorized the existing agreement with Natural Gas Systems for the repair and maintenance of the CNG station. The term of the existing Agreement is for three years with two one-year optional extensions, for a total of five years. The five-year term will be completed on September 30, 2020.

In compliance with Culver City Municipal Code Section 3.07.045, a new request for proposals has been issued for maintenance and repair services and staff is scheduled to return to Council on October 26, 2020 to award a new contract to the most qualified proposer based on responses received on October 8, 2020. To ensure operability of the CNG station during the time between expiration of the existing Agreement and execution of a new contract with a vendor to be determined, staff recommends that the City Council authorize an extension to the existing agreement with Natural Gas Systems to provide maintenance services for a period not-to-exceed three months.

FISCAL ANALYSIS

Funds in the amount of \$7,500 for this three-month Agreement extension are available in the Transportation Department's current fiscal year budget in account 20370200.619800.

ATTACHMENTS

None

MOTIONS

That the City Council:

1. Approve an amendment to the existing agreement with Natural Gas Systems to provide maintenance services related to Culver City's compressed natural gas station for an additional three-month period in an amount not-to-exceed \$7,500; and,
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.