



City of Culver City

Staff Report

File #: 22-184, Version: 1

Item #: C-6.

CC- (1) Approval of a Professional Services Agreement with Crosstown Electrical & Data, Inc. in an Amount Not-to-Exceed \$85,919 for the Installation of a Heavy Vehicle Charger (\$71,599 Base Plus \$14,320 Contingency); (2) Authorization to the City Manager to Negotiate and Approve the Final Terms of the Agreement with Crosstown Electrical & Data, Inc.; and (3) Receipt and Filing of Report Regarding Emergency Purchase of Materials in the Amount of \$14,265

Meeting Date: August 23, 2021

Contact Person/Dept: Mike Tobin/ Transportation Department

Phone Number: (310) 253-6593

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 (08/18/2021)

Department Approval: Rolando Cruz (08/11/2021)

RECOMMENDATION

Staff recommends the City Council (1) approve a professional services agreement with Crosstown Electrical & Data, Inc. in an amount not-to-exceed \$85,919 (\$71,599 base plus \$14,320 contingency) for the installation of a heavy vehicle charger; (2) authorize the City Manager to negotiate and approve the final terms of the agreement with Crosstown Electrical & Data, Inc.; and (3) receive a report regarding the emergency purchase of related materials in the amount of \$14,265, pursuant to CCMC Section 3.07.060.A.

BACKGROUND

With guidance and direction from the City Council, the Culver City Transportation Department will transition Culver City's entire bus fleet to a 100% zero emission fleet by 2028, well in advance of California Air Resources Board's (CARB's) Innovative Clean Transit (ICT) 2040 goal and zero emission bus (ZEB) purchasing mandates. Moving forward, the City will replace its fleet of transit buses with zero emission vehicles on a one-for-one basis as they reach the end of their useful life.

Culver City has moved forward in leveraging California's statewide DGS contract and executed a purchase order with New Flyer of America for the purchase of 10 battery electric buses and associated charging infrastructure.

On July 13, 2020, City Council approved an Agreement with New Flyer of America, Inc. for the purchase of four battery electric buses and associated equipment in an amount not-to-exceed \$4,426,800.

The first bus is scheduled to be delivered on August 20, 2021, and the remaining three buses are scheduled to be delivered in September 2021, with an in-service target date within 30 days of delivery. An ABB plug-in pedestal charger has also been procured and will need to be installed and commissioned by the end of September to allow for the buses to be deployed into service.

DISCUSSION

Construction Contract with Crosstown Electrical & Data, Inc.

The Department is now seeking City Council approval of a professional services agreement with Crosstown Data & Electrical Inc. for the installation of a heavy vehicle charger and associated work, which includes directional boring across the length of the bus yard, laying of ground and data conduit along the length of the bore, installation of a power cabinet and remote dispensers and installation of a new metered pedestal.

Staff had initially requested quotes from three separate firms for this work, including ABM Electrical Power Services, LLC, Crosstown Data & Electrical Inc., and Elecnor Belco Electric Inc. Crosstown Data & Electrical Inc. was the only company to submit a quote; however, total cost for this work was quoted at \$86,890, which exceeds the Purchasing Officer's authority (\$50,000) as indicated in the Culver City Municipal Code.

Pursuant to CCMC Section 3.07.065.A, professional and general services are exempt from formal competitive bidding requirements; provided the agreement is based on competitive quotes, whenever practical, as determined by the City Manager. As discussed above, staff attempted to obtain quotes and only received one; therefore, this requirement has been satisfied.

Emergency Purchase of Materials

Furthermore, due to schedule delays in securing SCE approval of adding a charger to the existing electrical service, as well as excessive lead times associated with the procurement of a meter main pedestal, staff proceeded with requesting emergency purchase authorization per CCMC Section 3.07.060.A. The CCMC allows for emergency purchases when there is a sudden occurrence, requiring immediate action necessary to permit the City's continued operation or provision of services. Without a charger in place the electric buses, scheduled to be delivered in late August through September, will be unable to be deployed into service, thus impacting the City's continued operation or provision of services. This emergency purchase allows for certain materials to be ordered and delivered in a timely manner thus ensuring the installation of the charger to move

forward as planned and the new electric buses to be deployed into service.

Pursuant to CCMC Section 3.07.060.A, subsequent to the authorization of the emergency purchase, the department head must file a written report with the Purchasing Officer (Attachment 1) and report to the City Council at the next regular City Council Meeting after such emergency purchase.

FISCAL ANALYSIS

The City Council Adopted Budget for Fiscal Year 2021-22 includes sufficient funding in account 20380000.732120.PB002 to cover the cost of equipment, materials, and labor for the temporary charger. All services will be paid for with Transportation Department funds. Staff will seek reimbursement of costs from 2019 TDA Article 4 funds on reserve with LA Metro for the purchase of Battery Electric Buses. No General funds will be used.

ATTACHMENTS

1. 2021-08-23_ATT_Heavy Vehicle Charger Emergency Purchase Memo

MOTIONS

That the City Council:

1. Waive formal competitive bidding procedures, pursuant to CCMC Section 3.07.090.E, and award a Contract with Crosstown Electrical & Data, Inc. in an Amount Not-to-Exceed \$85,919 (\$71,599 base plus \$14,320 contingency) for the Installation of a Heavy Vehicle Charger (requires a four-fifths vote);
2. Authorize the City Manager to negotiate and approve the final terms of the contract with Crosstown Electrical & Data, Inc;
3. Authorize the City attorney to review/prepare the necessary documents;
4. Authorize the City Manager to execute such documents on behalf of the City; and
5. Receive and file the report regarding the emergency purchase of related project materials in the amount of \$14,265, pursuant to CCMC Section 3.07.060.A.