



City of Culver City

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Council Chambers
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Staff Report

File #: 16-522, **Version:** 1

Item #: C-3.

CC - (1) Approval of a Three-Year Professional Services Agreement with Flynn Scale Service (Flynn Scale) for Annual Scale Maintenance Service for the Transfer Station Truck Scales for Fiscal Year 2016-2017 (in an Amount Not-to-Exceed \$5,200), and Fiscal Years 2018-19 and 2019-20 (in an Amount Not-to-Exceed \$20,800 per Fiscal Year); and (2) Authorization to the Public Works Director/City Engineer to Approve an Optional Fourth Year for Fiscal Year 2020-2021 (in an Amount Not-to-Exceed \$20,800).

Meeting Date: February 27, 2017

Contact Person/Dept: Lee Torres/Public Works Dept.
Phone Number: (310) 253-6457

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 (02/22/17);

Department Approval: Charles D. Herbertson (02/15/17)

RECOMMENDATION

Staff recommends the City Council (1) approve of a three-year professional services agreement with Flynn Scale Service (Flynn Scale) for annual scale maintenance service for the Transfer Station truck scales for Fiscal Year 2016-2017 (in an amount not-to-exceed \$5,200), and Fiscal Years 2018-19 and 2019-20 (in an amount not-to-exceed \$20,800 per Fiscal Year); and (2) authorization for the Public Works Director/City Engineer to approve an optional fourth year for Fiscal Year 2020-2021 (in an amount not-to-exceed \$20,800).

BACKGROUND

The City owns and operates a solid waste transfer station at 9255 Jefferson Boulevard. Solid waste and recycling collected by the Public Works Environmental Programs and Operations Division (EPO) trucks is transferred to tractor/trailer transfer trucks at the facility for transit to area landfills, composting facilities or recycling centers. Roll-off service, green waste processing, recycled material handling and all other waste management operations are based at this facility.

Collection vehicles are weighed on the upper level platform scale before they enter the facility for billing purposes and to track waste stream tonnages for reporting to the Los Angeles County Department of Health Services and for AB939 compliance purposes.

Transfer trucks are weighed on the lower level tunnel axle scale as they are being loaded to assure they do not exceed legal maximum axle loads per the California Vehicle Code.

On December 8, 2014, City Council approved a construction contract to Pacwest American Scale LLC (Pacwest Scales) in the amount of \$220,805.30 for the replacement of the upper level truck platform scale and the lower level tunnel axle scale system. On March 28, 2016, City Council approved an amendment to Pac West Scales' contract due to design modifications to the tunnel axle scales.

The replacement of the upper level truck platform scale and tunnel axle scales were completed on July 21, 2015, and December 30, 2016, respectively.

DISCUSSION

On November 17, 2016, a Request for Proposals was advertised for annual Truck Scale Maintenance Services. The general maintenance scope of work for both platform scale and tunnel axle scale consists of;

1. Clean out axle and platform scale pits of all trash, debris, and sediments;
2. Pressure wash tunnel floors, wash scale pits, drain lines;
3. Vacuum clean out inside scale pits, sump and catch basins from debris and sediments;
4. Test all load cells; and
5. Calibrate Axle Scales.

The tunnel axle scales and platform scales will be serviced monthly and quarterly, respectively.

On December 15, 2016, the City Clerk publicly opened the proposals for the Truck Scale Maintenance Services. Two contractors responded with the following bid amounts:

| | <u>Contractor</u> | <u>Proposal Amounts</u> |
|---|--------------------------------------|-------------------------|
| 1 | Flynn Scale Services, Lawndale, CA | \$20,800 (Annual) |
| 2 | Pacwest American Scale, Commerce, CA | \$34,400 (Annual) |

Flynn Scale has current and similar truck scale maintenance service agreements with the City of Santa Monica, American Airlines, Primex Agriculture, and others.

| <u>Flynn Scale Services Cost Proposal</u> | | | |
|---|------------------|------------------|-------------------|
| | <u>Frequency</u> | <u>Unit Cost</u> | <u>AnnualCost</u> |
| Axle Tunnel Scale Se | Monthly | \$1,560 | \$18,720 |
| Platform Scale Serv | Quarterly | \$520 | \$2,080 |

FISCAL ANALYSIS

There are sufficient funds available in the amount of \$5,200 in the Fiscal Year 2016-2017 Capital Improvement Program, Project, PZ-948, Transfer Station Improvements (Account No. 20280000.730100.PZ948). Future year amounts will be requested during the budget process in the Transfer Station operations budget.

ATTACHMENTS

None

MOTION

That the City Council:

- 1) Approve a three-year agreement with Flynn Scale Services to provide truck scale maintenance services at the Transfer Station in amount not-to-exceed \$5,200 for Fiscal Years 2016-2017 and \$41,600 for Fiscal Years 2017-18 and 2018-19 (\$20,800 per fiscal year);
- 2) Authorize the Public Works Director/City Engineer to approve an optional fourth year for Fiscal Year 2020-2021 (in an Amount Not-to-Exceed \$20,800).
- 3) Authorize the Public Works Director/City Engineer to approve an amendment(s) to the agreement in contingency amounts not-to-exceed \$550 for Fiscal Year 2016-17 and \$6,240 for Fiscal Years 2017-18, 2018-19 and 2019-2020 (\$2,080 per fiscal year);
- 4) Authorize the City Attorney to review/prepare the necessary documents; and,
- 5) Authorize the City Manager to execute such documents on behalf of the City.