



# City of Culver City

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## Staff Report

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**File #:** 16-1052, **Version:** 1

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**CC - Approval of an Amendment to the Existing Emergency Services Agreement with Utility Systems, Science and Software (US3), for (1) Maintenance of the Emergency Notification System and the Sewer Flow Monitoring System (ENS/SFMS); and (2) Completion of the ENS/SFMS Motorola Radio Upgrade for Compatibility with the P25 Upgrade of the City's Trunk Radio System, in the Amount of \$161,862, (\$147,147 plus \$14,715 in Contingency Authority).**

**Meeting Date:** May 30, 2017

**Contact Person/Dept:** Gabe Garcia/Public Works Department

**Phone Number:** (310) 253-5633

**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 (05/24/17);

**Department Approval:** Charles D. Herbertson/Public Works Director/City Engineer (05/17/17)

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### **RECOMMENDATION**

Staff recommends the City Council authorize an amendment to the Existing Emergency Services/Maintenance Agreement with Utility Systems, Science and Software (US3) in the amount of \$161,862, (\$147,147 plus \$14,715 in contingency authority), for (1) maintenance of the Emergency Notification System and the Sewer Flow Monitoring System (ENS/SFMS); and (2) completion of the ENS/SFMS Motorola radio upgrade from analog to digital, in order to ensure compatibility with the P25 upgrade of the City's trunk radio system, and continue data and first-responder communications.

### **BACKGROUND/DISCUSSION**

Staff will soon be releasing a Request for Proposals (RFP), to solicit professional services for the maintenance of the Emergency Notification System (ENS) and the Sewer Flow Monitoring System (SFMS). During the internal review of the draft RFP, the Fire Department identified a radio communications demand from the ENS that was over-burdening the City's analog trunk radio system, and narrowing the available bandwidth on the trunk radio system to support first-responder

communications in case of an emergency. After the subsequent switch-over of the trunk radio system from analog to digital by the Fire Department, the capacity of the trunk radio system has increased. However the possibility of the ENS over-burdening the trunk radio system remains. Because of this, and in the interest of safety-related communications by first-responders, the Fire Department requested that Public Works find a different communications system for the ENS.

The Public Works Department agreed, and this request shifted the momentum on the draft RFP, and slowed the progress to release the RFP so that a new communications system for the ENS could be incorporated into the RFP. To this end, Public Works hired a radio communications engineer to evaluate communication technology, determine communication paths, propose appropriate architecture, design the radio system, and compile an RFP. Initially, staff's effort focused on incorporating the resultant radio communications network into the draft RFP for the maintenance of the ENS and SFMS. However, as development progressed, staff and consultants concluded that it would be best to separate the radio system from the maintenance of the ENS and SFMS. The consultant is currently working at completing the maintenance RFP, as well as compiling an RFP for the new radio system that will be used by the ENS. Public Works has requested funding for the proposed new ENS radio network in the next fiscal year 2017/18.

Since the expiration of the professional services agreement for maintenance of the ENS by US3, at the end of January 2017, the City Council authorized a temporary Emergency Services Agreement under which the ENS has been maintained at a marginal rate of \$8,000 per month (as compared to \$23,110 per month under the previous professional services agreement). However, over the course of the current calendar year, there have been a number of incidents at the pump stations that have required immediate attention and services by US3.

Concurrently, while the new radio system RFP is released and a firm is proposed for the City Council's consideration, the Fire Department agreed that the ENS could remain on the City's trunk radio system temporarily, until the new ENS radio system is established. This requires a transition by the ENS to the upgraded P25 trunk radio system, and US3 is tasked with effecting the transition. Without this effort, ENS communication to prevent sewage spills by first responder staff would not be possible.

Additionally, due to unexpected circumstances resulting in a shortage of City staff, US3 was called upon to assist Public Works with additional maintenance services usually conducted in-house.

All of these issues required services from US3, as well as the replacement of equipment, which were beyond the available funding in the Emergency Services agreement.

Staff estimates that award of contracts for the maintenance of the ENS and SFMS, and the new ENS/SFMS radio system, will occur at the end of this fiscal year or the beginning of the next fiscal year. In the interim, emergency maintenance funding of \$8,000 per month will be required.

The unanticipated expenditures have depleted the City Council's previous Emergency Services agreement funding authority. Given the nature of the prior incidents and needs experienced by the ENS, additional services were necessary on an emergency-basis and rendered by US3.

## **FISCAL ANALYSIS**

As a result of the above, the present funding needs are as follows:

- The upgrade of the existing radio system in the seven pump stations and the radio central of the ENS from analog to digital requires funding in the amount of \$56,746.50. (All radio equipment will be utilized and adapted in the future ENS radio network);
- Transition, debugging, coordinating with the Fire Department, and the trunk radio central hub personnel and consultants, \$13,000;
- Emergency services at various pump stations in the amount of \$15,000;
- Completion of pump station CCTV security surveillance installation in the amount of \$5,800;
- Emergency maintenance for the remaining portion of the current fiscal year in the amount of \$24,000;
- Emergency maintenance for July and August, in case of an extended selection process post-RFP, in the amount of \$16,000
- Required flow sampling by the Amalgamated Agreement with the City of Los Angeles, \$1,600; and
- Additional work to assist staff for the loss of Public Works employee, \$15,000.

The requested approval, in aggregate, total \$147,147, plus \$14,715 in contingency authority, for a total of \$161,862.

There are sufficient funds in the Sewer Enterprise Fund, 20460300.600800 to cover this request.

Staff recommends the existing Emergency Services agreement with US3 be amended to increase the not-to-exceed contract amount to \$147,147, plus \$14,715 in contingency authority.

## **ATTACHMENTS**

None

## **MOTION**

That the City Council:

1. Approve an amendment to the existing Emergency Services agreement with Utility Systems, Science, and Software, Inc., to increase the contract amount not-to-exceed \$147,147, plus \$14,715 in contingency authority for a total of \$161,862; and

2. Authorize the Public Works Director/City Engineer to approve amendments to the US3 agreement consistent with the above contingency amounts; and
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.