



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 18-0267, **Version:** 2

Item #: C-4.

CC- (1) Approval of an Agreement with Setpoint Systems Corporation for the Installation of an Energy Management System (EMS) at the Teen Center; and Incorporation of Lighting Controls into the Existing EMS at the Senior Center in an Amount Not- to-Exceed \$68,865.00; and (2) Authorization to the Public Works Director/City Engineer to Approve Amendments to Such Agreements in an Amount Not-to-Exceed \$6,887.00.

Meeting Date: October 9, 2017

Contact Person/Dept: Eric Mirzaian/Public Works

Phone Number: 310-253-6444

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 (10/04/2017);

Department Approval: Charles D. Herbertson (09/21/17)

RECOMMENDATION

Staff recommends the City Council (1) approve an agreement with Setpoint Systems Corporation for the installation of an Energy Management System (EMS) at the Teen Center; and incorporation of lighting controls into the existing EMS at the Senior Center in an amount not-to-exceed \$68,865.00; and (2) authorize the Public Works Director/City Engineer to approve amendments to such agreement in an amount not-to-exceed \$6,887.00.

BACKGROUND/DISCUSSION

In 2016, the City undertook a project to install EMS's at five City facilities: City Hall, Police Facility, Senior Center, Veteran's Memorial Auditorium and Transportation Facility. The EMS allows City staff to control lighting and HVAC components at these facilities to optimize their efficiency. The project was a result of an in-depth energy audit conducted by the City's energy consultant, The Energy Network, and was completed by Setpoint Systems.

Based on the success of this project and the resulting energy efficiency benefits, Staff has determined it will be beneficial to install an EMS at the Teen Center and also to incorporate lighting control at the Senior Center into the existing EMS. The Teen Center is a heavily used facility that would justify the installation of an EMS. The existing lighting control at the Senior Center is a stand-alone system original to when the facility was constructed. By incorporating the lighting system into the existing EMS, this will improve system reliability, enhance energy efficiency, and allow full control by City Staff.

Culver City Municipal Code (CCMC) Section 3.07.085 provides an exemption from the formal bidding process for personal and professional services, provided the award of the contract is based upon competitive quotations whenever practical, as determined by the City Manager. Per CCMC Section 3.07.085.C.5, this project falls under the category of personal services, which includes the repair and maintenance of City-owned personal property. The EMS is proprietary to Setpoint Systems and it is highly desirable and more efficient to have one EMS system in operation at all City facilities. The proposed amounts are in line with past projects completed by Setpoint Systems and Setpoint Systems was originally awarded the EMS project through a competitive process. For these reasons, the City Manager has determined that competitive quotes are not practical in this case.

FISCAL ANALYSIS

There is sufficient funding available in the following Capital Improvement Project funding source to cover the cost of this project: PZ-132 (Building Repairs)

ATTACHMENTS

1. Quote by Setpoint Systems Corporation

MOTION

That the City Council:

1. Approve an agreement with Setpoint Systems Corporation for the installation of an Energy Management System at Teen Center and for the incorporation of the existing lighting control at the Senior Center into the Energy Management System in an amount not-to-exceed \$68,865.00; and;
2. Authorize the Public Works Director/City Engineer to approve amendments to such agreement in an additional amount not-to-exceed \$6,887.00; 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.