



# City of Culver City

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## Staff Report

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**File #:** 19-366, **Version:** 1

**Item #:** C-11.

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**CC -Approval of a Contract with Computrol, Inc. for the First Phase of the Upgrade of the City's Fuel Management System in an Amount Not-to-Exceed \$109,150 (\$99,225 Base Price Plus 10% Contingency)**

**Meeting Date:** October 8, 2018

**Contact Person/Dept:** Allison Cohen/Transportation

**Phone Number:** (310) 253-6543

**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 (10/02/18);

**Department Approval:** Art Ida, Transportation Director (09/27/18)

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### **RECOMMENDATION**

Staff recommends the City Council approve a contract with Computrol, Inc. for the first phase of the planned upgrade of the City's fuel management system in an amount not-to-exceed \$109,150.

### **BACKGROUND/DISCUSSION**

The City's fuel management system monitors all transactions and fuel inventory levels at the City's four fueling sites: the Transportation Facility, the Police Department, Fire Station #1, and Fire Station #2. The existing fuel management system, including the associated software, was designed and installed by Computrol Fuel Systems, Inc. in 1999. The City originally chose to work with Computrol because of the company's ability to allow for flexibility when fueling compressed natural gas (CNG) vehicles.

Since the system's initial installation in 1999, the City has performed several minor upgrades to the system, most recently in 2008. As the more of the system's hardware components reach the end of their useful lives, and the need for increasingly detailed fueling data surpasses the capabilities of the original software, Fleet Services staff recommends that the City's fuel management system be

upgraded in its entirety. Staff approached a number of fuel management system providers to inquire about their compatibility with City's unique CNG fueling requirements, but only Computrol was able to provide a solution that would allow for sequential slow-fill of CNG vehicles and fast-fill interruptions.

Computrol has proposed a multi-phase upgrade approach that will allow for continuous use of the system and avoid unnecessary downtime. The first phase of the project will include the installation of a new software system and the replacement of systems controlling existing fuel pumps located at the Transportation Facility.

Pursuant to Culver City Municipal Code Section 3.07.055.B, this purchase is exempt from the formal bidding requirements as the equipment is a component for equipment or a system of equipment previously acquired by the City, and is necessary to repair, maintain or improve the City's utilization of the equipment.

### **FISCAL ANALYSIS**

Funding for this project in its entirety was originally included in the City Council Adopted Budget for Fiscal Year 2017-18 (Transportation - Equipment Replacement Fund Account 30770500.732120). Funding for the next phases of this upgrade will be included in subsequent fiscal year budgets.

### **ATTACHMENTS**

None

### **MOTION**

That the City Council:

- 1) Approve a contract with Computrol for the upgrade of the City's fuel management system in an not-to-exceed \$109,150 (\$99,225 Base Price Plus 10% Contingency;
- 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.