



City of Culver City

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

Staff Report

File #: 22-591, **Version:** 1

Item #: C-7.

CC - Approval of a Professional Services Agreement with Degenkolb Engineers for Soft Story Seismic Retrofit Phase III Implementation Consultant Services for a Term of Up to One Year in an Amount Not-to-Exceed \$77,665, and Up to \$1,000 for Reimbursable Expenses.

Meeting Date: January 24, 2022

Contact Person/Dept: Tim Koutsouros/Building & Safety Division
Lisa Pangelinan/CDD Administration
Sol Blumenfeld/CDD Administration

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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 (01/20/2022);

Department Approval: Sol Blumenfeld, Community Development Director (12/28/2021)

RECOMMENDATION

Staff recommends the City Council approve a professional services agreement with Degenkolb Engineers for soft story seismic retrofit Phase III implementation consultant services for a term up to one year in the amount not-to-exceed \$77,665, plus up to \$1,000 for reimbursable expenses.

BACKGROUND/DISCUSSION

On December 10, 2018, Degenkolb Engineers was awarded the contract for Soft Story seismic retrofit (Phase I survey and Phase II ordinance adoption) consulting services.

On October 12, 2019 Degenkolb Engineers presented its findings to the City Council after completing

Phase One of the project and on September 27, 2021 the City Council adopted an Ordinance (Ordinance) amending Chapter 15.02 of the Culver City Municipal Code (CCMC) mandating seismic retrofit for soft, weak, open front wood frame buildings (Soft Story Buildings).

Phase I and Phase II of the soft story program are now complete. Phase III will require additional consulting services to address program implementation. At the present time the Building and Safety Division has three vacant full time employee positions including the Building Official and a plan check engineer which are integral to the program implementation. It is further anticipated that when these positions are filled the Building and Safety Division will need additional plan check staff to carry out the work of providing public information, reviewing project plans, reviewing program appeals, and inspecting retrofit projects consistent with Ordinance requirements.

Degenkolb has a proven track record working with other cities such as West Hollywood in the implementation of their seismic ordinances with each of the following items: implementation schedule, implementation document development, financial incentive study, public outreach, administrative support, technical support, and early submission structural review services.

Pursuant to CCMC Section 3.07.065.A, this contract is not required to go through formal bidding procedures, provided the contract is based on competitive quotations, whenever practical, as determined by the City Manager. In this case, the City Manager has determined competitive quotations are not necessary, as this Phase III is one component of the overall soft story seismic retrofit program, and Degenkolb has been involved since the commencement of the program.

FISCAL ANALYSIS

The total cost for the Soft Story Seismic Retrofit consultant services is \$78,665 including reimbursable expenses. There are sufficient funds appropriated in the Community Development Department's Fiscal Year 2021/2022. \$75,000 is appropriated in 10150150.619800 and there is an additional available balance on contract 31900277 of \$7,649.52 that can be allocated to cover the cost of this procurement.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve a professional services agreement with Degankolb Engineers for Soft Story Seismic Retrofit Consultant Services for a term up to one year in an amount not-to-exceed \$77,665, plus up to \$1,000 for reimbursable expenses; and,
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.