



City of Culver City

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Staff Report

File #: 22-862, **Version:** 1

Item #: C-5.

CC - CONSENT ITEM: Approval of Amendments to Existing Professional Services On-Call Agreements with Fleming Environmental in an Amount Not-to-Exceed \$75,000 Annually through the Remaining Term of the Agreement and with West Coast Arborist in an Amount Not-to-Exceed \$108,750 for FY2021/2022.

Meeting Date: May 9, 2022

Contact Person/Dept.: Gary Wansley/Public Works

Phone Number: (310) 253-6444

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Attachments: Yes ☐ No ☒

Commission Action Required: Yes ☐ No ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/04/2022)

Department Approval: Yanni Demitri, Public Works Director (05/04/2022)

RECOMMENDATION

Staff recommends the City Council approve amendments to the existing professional services agreements with Fleming Environmental in an amount not-to-exceed \$75,000 annually through the remaining term of the agreement and with West Coast Arborist in an amount not-to-exceed \$108,750.

BACKGROUND

The Public Works Department - Maintenance Services division has undergone substantial changes over the last year due to retirements and staff turnover. Concurrently, service repair needs have increased and required outsourced repairs for services once provided in-house. This has resulted in increased expenditures for various Public Works on-call agreements, exceeding administrative contract authority, for fuel site component repairs and tree maintenance services.

DISCUSSION

Fleming Environmental Services

Fleming has been providing designated UST operator services, environmental compliance testing, and necessary component repairs at three City fuel sites since 2008. The fuel sites include the Transportation Facility, Police Department, and Fire Station #1. Only Fire Station #2 has an AST while the other sites utilize USTs. The AST at Fire Station #2 is not subject to the same regulations as USTs, and any repairs needed there are funded through approved Capital Improvement Project funding (PZ-844-UST Upgrades on City Property). The operation, monitoring and environmental compliance testing for all USTs and ASTs is strictly regulated by the California Air Resources Board (CARB), the State Water Resources Control Board (SWRCB), the South Coast Air Quality Management District (SCAQMD) and Los Angeles County Department of Public Works to ensure protection of groundwater resources and air quality. All tank and fueling dispensing components require monitoring and inspection by individuals certified as Designated UST Operators. All monitoring equipment must be tested and certified annually, vapor recovery systems must be tested annually, and secondary containment systems must be tested triennially by technicians who possess special certifications for this testing. Monthly visual inspections of the entire fueling systems must be performed as well. Additionally, all repairs on these components must be performed by certified tank specialists.

While the initial contract was approved by City Council in May 2018, subsequent administrative authority has been exhausted because of increasing on-call emergency repair needs. Staff is requesting to add an additional \$75,000 annually to the agreement.

West Cost Arborists (WCA)

In May 2017, staff released and advertised to tree maintenance firms a Request for Proposals (RFP) for citywide tree maintenance services. At its July 24, 2017 meeting, City Council approved a contract with WCA for a term of five years through FY 2021/2022.

For the past several fiscal years, WCA has provided tree maintenance services while keeping cost levels low and competitive. With the recent State mandated prevailing wage laws, as well as the need for additional attention to some of the City's trees resulting from new potential pests, there is a significant increase in costs for the current fiscal year. Due to increased service needs, an additional \$108,750 is being requested in amendment to the final year of this service agreement. This additional funding was approved by City Council as a mid-year enhancement request. An RFP is in development for future needs, as this agreement will expire June 30, 2022.

FISCAL ANALYSIS

There are sufficient funds of in the FY 2021/2022 Adopted Budget for the various services as follows:

- Fleming: Amount Not-to Exceed \$75,000
 - Police Department: 10140200.600100
 - Fire Department: 10145200.619800
 - Transportation Department: 30870400.619800
 - Public Works: 10160230.600100
 - CIP Projects: Various - as Needed
- West Coast Arborist: Amount Not-to-Exceed \$108,750.
 - Public Works: 10160220.619800
 - CIP Projects: Various - as Needed

Funding for the remainder of the agreement terms will be incorporated into future annual budgets.

ATTACHMENTS

None.

RECOMMENDED MOTIONS

That the City Council:

1. Approve amendments to existing Public Works professional on-call services agreements with Fleming Environmental Services in an amount not-to-exceed \$75,000 annually through the remaining term of the agreement and with West Coast Arborist in an Amount Not-to-Exceed \$108,750 for FY2021/2022.
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.