

# Agenda Report

April 8, 2013

**TO:** Honorable Mayor and City Council  
**THROUGH:** Finance Committee (March 20, 2013)  
**FROM:** Department of Transportation  
**SUBJECT:** **AUTHORIZATION TO ENTER INTO A CONTRACT WITH RDM ELECTRIC COMPANY, INC. FOR AN AMOUNT NOT TO EXCEED \$135,550 TO PROVIDE LABOR AND MATERIALS FOR THE DEL MAR STATION PARKING GARAGE LIGHTING RETROFIT**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301 (Existing Facilities); and
2. Appropriate \$135,550 to Account 8114-415-774700, Del Mar Parking Garage Fund, adjust fund balance and/or retained earnings in the Del Mar Parking Garage Fund, and authorize staff to make necessary adjustments to the budget; and
3. Accept the bid dated January 16, 2013, from RDM Electric Company, Inc. in response to the Notice Inviting Bids dated December 13, 2012 to Furnish Labor and Materials for the Del Mar Station Parking Garage Lighting Retrofit; reject all other bids; and authorize the City Manager to enter into a contract with RDM Electric Company, Inc., for an amount not to exceed \$135,550.

## **BACKGROUND:**

On April 27, 2010, the Department of Transportation released a Request for Proposals (RFP) to solicit proposals for the services of a Parking Structure Assessment firm to assess the physical conditions of nine City-owned parking

## Del Mar Station Parking Garage Lighting Retrofit

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structures in Pasadena, including the Del Mar Station Garage. That contract was awarded to Walker Restoration Consultants. In August of 2011, Walker completed an assessment of all nine structures and made recommendations for required improvements, including garage lighting.

The Del Mar Station Garage assessment found that existing lighting within the structure did not meet minimum light levels for garages and recommended that new lighting fixtures be installed to bring the garage into compliance.

On December 13, 2012, the City issued a Notice Inviting Bids to Furnish Labor and Materials for the Del Mar Station Parking Garage Lighting Retrofit. On January 16, 2013, four bids were submitted to the City Clerk's office. Two of these bids were ruled non-responsive as they did not include all the necessary forms, specifically the acknowledgement of receipt of the first addendum.

<b>Contractor</b>	<b>Bid Amount</b>
• RDM Electric Company, Inc. – Chino, CA	\$117,870
• Power Distributors, Inc. – City of Industry, CA	\$170,000

RDM Electric Company, Inc. was the lowest responsive bidder that met all the requirements of the specifications. Staff recommends the award of a contract to RDM Electric Company, Inc., for an amount not to exceed \$135,550, which includes the base bid and a 15% contingency for any necessary change orders.

The proposed contract complies with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated thereunder.

### **COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the City Council's Strategic Planning Goals to improve, maintain, and enhance public facilities and ensure public safety throughout the City.

### **ENVIRONMENTAL ANALYSIS:**

The project has been determined to be exempt from environmental review pursuant to CEQA Guidelines Section 15301 (Existing Facilities). This exemption includes the maintenance, repair and operation relating to existing facilities, mechanical equipment, or structures where there is negligible or no expansion of the use.

**FISCAL IMPACT:**

The maximum cost of this contract will be \$135,550 and the total fiscal impact will be \$138,500. All funds will be spent during the current fiscal year. Funding for this action will be addressed by utilization of existing fund balance in account number 8114-415-774700.

The following table presents a contract summary.

Contract Amount	\$117,870
Contingency Fee 15%	\$ 17,680
<b>Contract total</b>	<b>\$135,550</b>
Administration/Inspection	\$2,950
<b>Total Fiscal Impact</b>	<b>\$138,500</b>

Respectfully submitted,

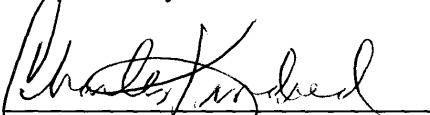


FREDERICK C. DOCK

Director

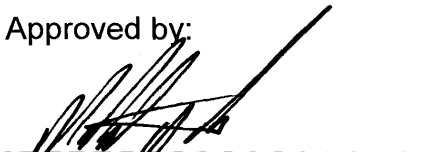
Department of Transportation

Prepared by:



Charles Kindred  
Parking Manager

Approved by:



MICHAEL J. BECK  
City Manager

**Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment  
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

*(If printing, please print legibly. Use additional sheets as necessary.)*

<b>1. Contractor/Organization Name:</b>	RDM Electric Co., Inc.
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<b>2. Type of Entity:</b> <input checked="" type="checkbox"/> non-government <input type="checkbox"/> nonprofit 501(c)(3), (4), or (6)
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<b>3. Name(s) of trustees, directors, partners, officers of Contractor/Organization:</b>
Robert D. McDonnell
Diane E. McDonnell

<b>4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:</b>
Robert D. McDonnell
Diane E. McDonnell

Prepared by: Anthony Gerdes  
Title: VP of General Operations  
Phone: 909-591-0990  
Date: 2-14-13