



Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Arthur Aladjadjian, Public Works Superintendent

Reviewed by: Rob Duboux, Public Works Director/City Engineer

Approved by: Steve McClary, Interim City Manager

Date prepared: November 4, 2021 Meeting date: December 13, 2021

Subject: City Hall HVAC System Cleaning Project Completion and Acceptance of Work

RECOMMENDED ACTION: 1) Accept work performed by Western Indoor Environmental Services, Inc. for the City Hall HVAC Cleaning Project, Specification No. 2090 as complete; and 2) Authorize the Public Works Director to submit for recordation a Notice of Completion for the project.

FISCAL IMPACT: There is no fiscal impact with accepting the work complete. This project was included in the Adopted Budget for Fiscal Year 2021-2022 in Account No. 102-3002-5100-19 (COVID-19 Response – Professional Services).

WORK PLAN: This item was not included in the Adopted Work Plan for Fiscal Year 2021-2022. However, this project is part of normal staff operations and required public bidding.

DISCUSSION: On August 23, 2021, the City Council awarded a Public Works Agreement to Western Indoor Environmental Services, Inc. for the City Hall HVAC Cleaning Project (Specification No. 2090).

The work is now complete. Staff recommends that the City Council accept the work performed by Western Indoor Environmental Services, Inc. as complete and authorize the Public Works Director to submit for recordation a Notice of Completion for the project.

STAFF FOLLOW UP: Upon acceptance by the City Council of the work associated with this contract, staff will request recordation of the Notice of Completion with the Los Angeles County Registrar/Recorders Office which will allow the City to then release the retention monies following a required 35-day holding period.

ATTACHMENTS: None.