

January 15, 2019

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Authorize City Manager, or designee, to execute an amendment to Contract No. 33769 with Energy Experts International, for the continuation of engineering and consulting services related to natural gas distribution federal regulatory compliance to update and maintain U.S. Department of Transportation-required manuals and plans, to increase the contract amount by \$150,000, for a revised total contract amount not to exceed \$719,652, and extend the contract term to February 15, 2020. (Citywide)

**DISCUSSION**

On January 20, 2015, the City Council authorized the City Manager to enter into a contract with Energy Experts International (EEI), for consulting services related to natural gas distribution federal regulatory compliance to update U.S. Department of Transportation (DOT)-required manuals and plans. The DOT requires pipeline operators to have and maintain manuals of written procedures for conducting operations and maintenance activities and emergency response and hazard mitigation, and written plans and programs for pipeline damage prevention, continuing public education, personnel qualification, and distribution integrity management.

EEI has completed Phase II (Operations and Maintenance Manual) as required in the original contract and are currently working with Long Beach Energy Resources on Phases IV (Emergency Response Plan); Phase V (Damage Prevention and Public Awareness Plans) with continuation of updating Phase III (Distribution Integrity Management Plan); and, Phase VI (Operator Qualification Plan) for 2019 federal regulatory updates.

This matter was reviewed by Deputy City Attorney Richard F. Anthony on December 12, 2018 and by Revenue Management Officer Geraldine Alejo on December 17, 2018.

**TIMING CONSIDERATIONS**

City Council action is requested on January 15, 2019, to ensure contract authority is in place to complete the additional federal regulatory updates.

FISCAL IMPACT

The revised total contact amount will not exceed \$719,652, and covers the request to extend the contract to February 15, 2020. Sufficient funds are currently budgeted in the Gas Fund (EF 301) in the Long Beach Energy Resources Department (ER). There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

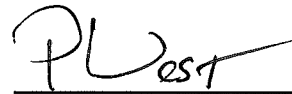
Approve recommendation.

Respectfully submitted,



ROBERT DOWELL  
DIRECTOR ENERGY RESOURCES

APPROVED:



PATRICK H. WEST  
CITY MANAGER