



Agenda Report

June 22, 2020

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: **AUTHORIZE PURCHASE ORDER WITH CB PROCUREMENT FOR PURCHASE OF STREET LIGHT MATERIALS FOR HIGH VOLTAGE SERIES STREET LIGHT CONVERSION – PHASE 1 PROJECT FOR AN AMOUNT NOT-TO-EXCEED \$135,000**

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 19, Sections 15301 (Class 1 Existing Facilities) and 15302 (Class 2 Replacement or Reconstruction). There would be minor alterations of existing public facilities involving negligible or no expansion of use beyond that previously existing at the time of the lead agency's determination, and that there are no features that distinguish this project from others in the exempt class, and therefore, there are no unusual circumstances; and
2. i) Accept the bid dated May 27, 2020, submitted by CB Procurement, in response to project specifications for the Purchase of Street Light Materials for South Arroyo Boulevard Lighting Conversion Project, ii) reject all other bids, and iii) and authorize the City Manager to enter into a contract not to exceed \$135,000 which includes the base contract amount of \$116,338 and a contingency of \$18,662 to provide for any necessary change orders.

BACKGROUND:

This contract will provide for the procurement of materials required for the systematic conversion of a high voltage series circuit to standard multiple lower voltage circuits and the systematic replacement of aging street light luminaires which will improve public safety, worker safety and system reliability. Specifically, this procurement will convert 89 of the 239 existing street lights identified as part of the High Voltage Series Street Light Conversion – Phase 1 project. This first sub-phase addresses the conversion on Circuit S-263 which consists of Arroyo Boulevard from Columbia Street to Westminster Avenue and portions of adjoining streets.

The Department of Public Works (Public Works) conducted two community meetings for the project. The first meeting held on October 23, 2019 provided information about the project need and draft design. The community provided valuable feedback, requesting that project not install additional new lighting fixtures and the aesthetic nature of the presented prototype replicate the existing light fixtures. City staff revised the design to limit the project to replacement of existing fixtures. The Planning Department was consulted regarding the replacement of the radial style fixtures and it was determined that its replacement with an identical design is an appropriate treatment for a historical feature that is damaged or obsolete.

Based on feedback received from the second community meeting held on February 4, 2020 the design was finalized and a petition process for the addition of individual lights on existing light poles developed. The radial shade prototype was also powder-coated to more closely match the original fixtures and was installed at the intersection of Arroyo Boulevard at Westminster Drive on February 20, 2020, receiving positive feedback from the community.

Public Works and the Department of Water and Power (PWP) are coordinating the circuit conversion work necessary to replace the street lights. PWP has evaluated the existing wood utility poles for structural integrity and begun systematically replacing deteriorated poles in preparation for the future secondary power for the converted street lights. Procurement of street lighting materials includes LED cobra head fixtures, luminaire arms, and radial shape light fixtures that match existing fixtures. Upon acquisition of materials, the existing street light fixtures will be replaced by in-house City crews. At the conclusion of the street light conversion, PWP will remove the high voltage series overhead primary system.

A finding of compliance with the General Plan was previously made and is shown on page on page 3.2 of the Fiscal Year (FY) 2020 Capital Improvement Program, High Voltage Series Street Light Conversion – Phase 1.

On May 6, 2020, a Notice Inviting Bids for purchase of street light materials for South Arroyo Boulevard was published in the Pasadena Journal and posted on Planet Bids, which generated notices to 1,533 vendors including 60 local vendors. Bid documents were downloaded by 26 vendors; only one of the vendors was local.

Two bids were received by the bid closing date of May 27, 2020. The bid result is as follows:

Bidder		Amount (\$)
1. CB Procurement	Inglewood, CA	\$116,338
2. Wesco Distribution, Inc.	Cerritos, CA	Non-responsive

Engineer's Estimate \$118,000

Staff evaluated the bid proposal and determined CB Procurement to be a responsive and responsible bidder. Bid price was slightly below staff's estimate for these street light materials. The City of Pasadena has not conducted business with this vendor previously, however staff contacted the vendor and confirmed good standing based on reference checks for similar procurements with other public agencies.

The purchase order for this project will be set as follows:

Bid	\$ 116,338
Contingency Allowance	<u>\$ 18,662</u>
"Not to Exceed" Amount	\$ 135,000

It is anticipated that conversions will begin in September 2020 and be completed in March 2021. These proposed dates include the material lead time required for manufacturing and delivery of items.

COUNCIL POLICY CONSIDERATION:

This project is consistent with Land Use Element Policy 6.7 (Public Safety and Community Design) by fulfilling the requirement that neighborhoods, centers, streets, and public spaces be designed to enhance public safety and discourage crime by providing street-fronting uses ("eyes on the street"), adequate lighting and sight lines, and features that cultivate a sense of community ownership.

ENVIRONMENTAL ANALYSIS:

The proposed contract has been determined to be categorically exempt under the CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Sections 15301 (Class 1 Existing Facilities) and 15302 (Class 2 Replacement or Reconstruction). The project is the replacement of existing high voltage series street lighting system with multiple series circuit LED lighting system to improve public safety, visibility and system reliability. There are no changes to the street proposed other than the replacement of the street lights which are accessory to and will improve the public safety and system reliability. There would be no expansion of use and the replacement circuitry and street lights would have substantially the same purpose and capacity as the existing street lights. The replacement street lights will be similar in intensity and color temperature to the existing lights. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

Street Light Materials Purchase Order to CB Procurement

June 22, 2020

Page 4 of 4

FISCAL IMPACT:

The total cost of this contract is \$135,000 and the total cost of this action will be \$145,000. Funding for this action will be addressed by utilization of existing funds in the High Voltage Series Street Light Conversion – Phase I (Budget Account 74415). It is anticipated that the expenses will be incurred during FY 2021.

The following table represents a summary of the first sub-phase of the project.

Base Bid	\$ 116,338
Contingency	\$ 18,662
Contract Administration/Inspection	\$ 10,000
Total Fiscal Impact	\$ 145,000

Respectfully submitted,



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