

Agenda Report

September 9, 2013

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH E.E. ELECTRIC, INC. FOR AN AMOUNT NOT TO EXCEED \$130,000 FOR CONSTRUCTION OF AN UNDERGROUND ELECTRICAL CONDUIT SYSTEM AT THE CITY YARDS FOR THE TEST LAB FOR THE WATER AND POWER DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project is categorically exempt from California Environmental Quality Act ("CEQA") review pursuant to State CEQA Guidelines Section 15301 (Existing Facilities); and
2. Accept the bid dated July 24, 2013 from E.E. Electric, Inc. in response to Specifications LD-13-8 for construction of an underground electrical conduit system; and authorize the City Manager to enter into a contract with E.E. Electric, Inc. for an amount not to exceed \$130,000.

BACKGROUND:

Pasadena Water and Power Department ("PWP") is rehabilitating the electrical test lab in the PWP Warehouse building at the City Yards to bring the lab up to current standards and to provide the equipment necessary to enable staff to safely test all electrical equipment prior to installation in a timely manner.

On February 11, 2013, a Notice Inviting Bids to Provide Labor and Materials for Construction of Underground Electrical Conduit System at the City Yards for Test Lab Power in accordance with Specifications LD-13-8 was published in the Pasadena Journal and posted on the City's web page. Ten vendors attended a mandatory pre-bid meeting on July 16, 2013. Six responsive bids were opened on July 24, 2013.

<u>Contractor</u>	<u>Bid Amount</u>
E.E. Electric, Mira Loma	\$118,084
JM Communication, Inc., Van Nuys	\$133,800
Kitano Construction & Engineering Services, Pasadena	\$135,740
VCI Construction, Upland	\$152,709
Perry C. Thomas Construction, Inc., Monrovia	\$157,264
MS Navarro Engineering, Northridge	\$175,503
Engineer's Estimate	\$157,000

E.E. Electric, Inc. was the lowest responsive bidder that met all the requirements of the specifications. Staff recommends award of a contract to E.E. Electric, Inc. for an amount not to exceed \$130,000 which includes the base bid and a 10.09% contingency for any necessary change orders.

The proposed contract will allow PWP to construct the underground substructure necessary to connect the existing underground electrical system to the electrical system at the City Yards Test Lab within 20 days after a Notice to Proceed is issued. The scope of work only includes civil construction, such as trenching and installation of conduit. The electrical portion of the work will be done separately. This project will be completed in FY2014.

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

COUNCIL POLICY CONSIDERATION:

The proposed contract is consistent with the Public Facilities Element of the General Plan and supports the Council's goal to improve, maintain and enhance public facilities infrastructure; to provide a high level of public service which adds to the quality of life in the City and increase its attractiveness through more efficient management of resources.

ENVIRONMENTAL ANALYSIS:

The proposed contract is exempt from CEQA pursuant to the State CEQA Guidelines Section 15301 (Existing Facilities). Section 15301 exempts the operation, repair, maintenance, permitting, leasing, licensing and minor alteration of existing public and private structures, facilities, mechanical equipment involving negligible or no expansion of existing use. The proposed project consists of improvements to the City's existing Test Facility to allow the City to continue to test electrical equipment prior to installation.

FISCAL IMPACT:

The maximum cost of this action will be \$150,000, which includes contract administration and inspections. Funding for this action will be addressed by utilization of existing appropriations in the Power Capital Fund 411, Capital Improvement Project No. 3133, Economic Rehabilitation of Properties. It is anticipated that all of the cost will be spent in the current fiscal Year.

The following table presents a contract summary.

Base Contract Amount	\$118,084
Contingency	11,916
Not to Exceed Amount	\$130,000
Administration/Inspections	\$20,000
Total Maximum Fiscal Impact in 2014	\$150,000

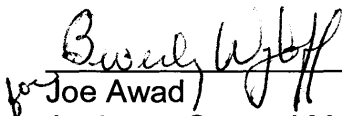
It is anticipated that the impact to other operational programs or capital projects will be minimal.

Respectfully submitted,



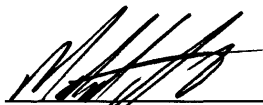
Phyllis E. Currie
General Manager
Water and Power Department

Prepared by:



Joe Awad
Assistant General Manager
Water and Power Department

Approved by:



Michael J. Beck
City Manager