

# Agenda Report

Date: October 20, 2014

**TO:** HONORABLE MAYOR AND CITY COUNCIL

**FROM:** WATER AND POWER DEPARTMENT

**SUBJECT:** AUTHORIZATION TO ENTER INTO PURCHASE ORDER CONTRACT WITH ONE SOURCE DISTRIBUTORS TO FURNISH AND DELIVER THREE 34.5 KV LOAD INTERRUPTER SWITCHES FOR AN AMOUNT NOT TO EXCEED \$285,000 FOR THE WATER AND POWER DEPARTMENT.

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action is categorically exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act ("CEQA") California Code of Regulation, Title 14, Division 6, Chapter 3, Article 19, §15301 (Existing Facilities); and
2. Accept the proposal received on August 1, 2014, submitted by One Source Distributors in response to Specification LD14-8, Furnish and Deliver 34.5 kV Load Interrupter Switch; and authorize the City Manager to enter into a purchase order contract with One Source for an amount not to exceed \$285,000.

## **BACKGROUND:**

The Department of Water and Power ("PWP") must purchase three 34.5 kV switches which control the electric system. The existing 34.5 kV switches are more than thirty years old, and replacement parts can no longer be purchased. The new 34.5 kV switches, which are covered in CIP Number 3015, will reduce maintenance costs and improve system reliability.

On July 3, 2014, a Notice Inviting Bids for Specification LD-14-8, to Furnish and Deliver 34.5 kV Load Interrupter Switches was published in *The Pasadena Star News* and posted on the City's web page. In addition, specifications were mailed to businesses on the Purchasing Division's vendor list. Two bids were opened on August 1, 2014.

### **BIDDERS / Location**

One Source Distributors, Buena Park, CA  
HD Supply, Corona, CA

### **Total Bid Price**

\$284,983.77  
\$287,014.44

One Source Distributors was the lowest responsive bidder that met all the requirements of the specification and is recommended to receive the award. Staff recommends award of a purchase order contract to One Source for an amount not to exceed \$285,000.

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

One Source Distributors is a supplier of materials and equipment used in electrical power distribution. PWP has previously purchased this type of equipment from both One Source Distributors and HD Supply. PWP currently has multi-year contracts with One Source Distributors for the purchase of miscellaneous electrical parts and vault ventilation equipment which were authorized by City Council in 2010 and 2012, respectively. PWP also currently has another purchase order contract for \$32,000 with One Source for the purchase of arc flash protection equipment.

**COUNCIL POLICY CONSIDERATION:**

The proposed contract supports the Council's goal to improve, maintain and enhance public facilities infrastructure.

**ENVIRONMENTAL ANALYSIS:**

The proposed contract is exempt from CEQA pursuant to the State CEQA Guidelines Section 15301 (Existing Facilities), which exempts actions such as maintenance, repair and operation relating to existing facilities, mechanical equipment, or structures where there is negligible or no expansion of the use. Section 15301 (b) specifically identifies existing facilities of publicly-owned utilities used to provide electric power. The proposed contract will provide equipment for the necessary maintenance of existing electrical infrastructure. There will be no expansion of the use.

**FISCAL IMPACT:**

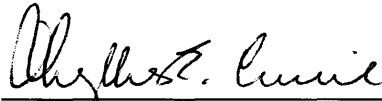
The maximum cost of this action is \$287,000 including contract administration and inspections. All funds will be spent in fiscal year 2015. The cost will be addressed by utilizing existing appropriations in the Power Capital Fund 411, Capital Project Number 3015, Substation Capacitor Banks.

The following table represents the total cost under this contract:

	<b>FY 2015</b>	<b>Total</b>
Base Contract	\$285,000	\$285,000
Administrative/Inspections	\$2,000	\$2,000
Fiscal Impact	\$287,000	\$287,000
<b>Total Maximum Fiscal Impact</b>		<b>\$287,000</b>

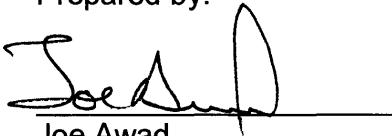
The proposed contract will have minimal impact on other operational or capital projects.

Respectfully submitted,



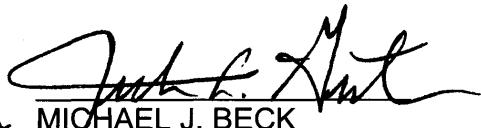
Phyllis E. Currie  
General Manager  
Water and Power Department

Prepared by:



Joe Awad  
Assistant General Manager  
Water and Power Department

Approved by:



MICHAEL J. BECK  
City Manager