

Agenda Report

June 20, 2016

TO: Honorable Mayor and City Council
Municipal Services Committee

THROUGH: Municipal Services Committee (June 14, 2016)

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH TTG ENGINEERS, STANTEC, POWER-TECH ENGINEERS, VTA CONSULTING ENGINEERS AND WORLEYPARSONS GROUP FOR GENERAL ENGINEERING SERVICES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA") as defined in Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
2. Authorize the Interim City Manager to enter into a contract, without competitive bidding pursuant to the City Charter Section 1002 (F), Contracts for Professional or Unique Services, with TTG Engineers which bid on Consulting Services, Electrical Design Services and Civil Engineering in an amount not to exceed \$1,000,000 or for four years, whichever occurs first; and
3. Authorize the Interim City Manager to enter into a contract, without competitive bidding pursuant to the City Charter Section 1002 (F), Contracts for Professional or Unique Services, with Stantec which bid on Consulting Services, Electrical Design Services, Civil Engineering and Vault Engineering in an amount not to exceed \$1,100,000 or for four years, whichever occurs first; and
4. Authorize the Interim City Manager to enter into a contract, without competitive bidding pursuant to the City Charter Section 1002 (F), Contracts for Professional or Unique Services, with Power-Tech Engineers which bid on Consulting Services, Electrical Design Services, Civil Engineering and Vault Engineering in an amount not to exceed \$1,100,000 or for four years, whichever occurs first; and

5. Authorize the Interim City Manager to enter into a contract, without competitive bidding pursuant to the City Charter Section 1002 (F), Contracts for Professional or Unique Services, with VTA Consulting Engineers which bid on Civil Engineering in an amount not to exceed \$700,000 or for four years, whichever occurs first; and
6. Authorize the Interim City Manager to enter into a contract, without competitive bidding pursuant to the City Charter Section 1002 (F), Contracts for Professional or Unique Services, with WorleyParsons Group which bid on Consulting Services, Electrical Design Services, Civil Engineering and Vault Engineering in an amount not to exceed \$1,100,000 or for four years, whichever occurs first.

BACKGROUND:

Through the normal course of providing electrical service to its customers, Pasadena Water and Power ("PWP") must perform a considerable amount of engineering and design to ensure that the electrical distribution system is safe and reliable.

PWP's electrical engineering personnel are dedicated to engineering design and construction management which support the on-going upgrade of infrastructure. In order to complete the work detailed in PWP's Power Distribution System Master Plan ("Master Plan"), PWP needs supplemental resources. Also, certain types of projects require unique skills and expertise which are not present in the existing workforce. Examples of such projects include structural and seismic upgrades to City electrical facilities and equipment, mechanical analysis of building systems and forensic examination of material failures.

On December 22, 2015, a Notice Inviting Proposals for General Engineering Services was published in the Pasadena Journal and posted on the City's web page and Planet Bids. This Request for Proposal ("RFP") was sent out as a multiple award contract, allowing vendors to propose on any or all of the four main sections. The RFP was sent to 159 firms through the Planet Bids system and 19 of these firms are located in Pasadena.

Twenty proposals were received and two are from local firms. The proposals were evaluated per the following criteria: Qualifications & Experience, Staff Support & Responsiveness, Cost of Services & Corporate Strength. A 5% preference was provided for both Pasadena Local Businesses and Small or Micro Businesses. A summary of the evaluations is provided in Attachment 1.

Staff recommends award of contracts to the following firms:

Contractor / Location	Engineering Services Areas of Interest	Not-to-Exceed Amount
TTG Engineers / Pasadena, CA	Consulting Services, Electrical Design Services, and Civil Engineering Services	\$1,000,000
Stantec / Pasadena, CA	Consulting Services, Electrical Design Services, Civil Engineering Services, and Vault Engineering Services	\$1,100,000
Power-Tech Engineers / Walnut, CA	Consulting Services, Electrical Design Services, Civil Engineering Services, and Vault Engineering Services	\$1,100,000
VTA Consulting Engineers / Duarte, CA	Civil Engineering Services	\$700,000
WorleyParsons Group / Monrovia, CA	Consulting Services, Electrical Design Services, Civil Engineering Services, and Vault Engineering Services	\$1,100,000

Procuring the services of these firms will provide the assistance needed to complete the various Master Plan projects and to accelerate the implementation of new advanced projects, such as the smart grid initiative, mobile application implementation and crosstown tie feasibility. The specific firms recommended were selected for their ability to provide the types of engineering resources and services most needed for the capital work plan. In 2009, six contracts valued between \$500,000 to \$1,000,000 were awarded to varied contractors for similar consulting services. At the time a specific task is to be performed, each of the firms that successfully bid on the engineering services required will be asked to provide a quote for the scope of work. The firm providing a complete response at the lowest price will be selected for that task. Because of the broad range of distinct engineering services offered, the number of firms listed herein are the best qualified to complete these engineering services.

The recommended firms have agreed to execute City contracts without exceptions to the City's terms and conditions. PWP will issue tasks describing specific scopes of work with a list of required deliverables and a not-to-exceed amount for each task. The total costs of the tasks under each contract will not exceed the amounts authorized by Council. The monetary limits for the contracts are based on the current and projected expenditures on capital improvement projects ("CIP") for the next four years. Engineering Services will manage the specified City contracts.

COUNCIL POLICY CONSIDERATION:

The proposed contract amendment supports the Council's goal to improve, maintain and enhance public facilities infrastructure and to implement capital improvements that will maintain and rehabilitate infrastructure.

ENVIRONMENTAL ANALYSIS:

Entering into contracts with engineering firms for general engineering services is an organizational and administrative action that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment; and entering into such contracts would not commit the City to undertaking

any improvement projects. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

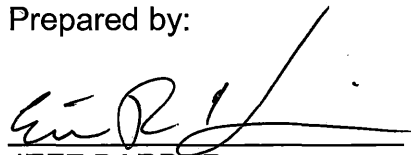
The maximum cost of this action is \$5,000,000. Funds for this action will be addressed by the utilization of appropriations in the Power Capital Fund 411. The expenses will be funded from CIP numbers 3133, 3140, 3181, 3185, 3195, 3196 and 3205. Sufficient funds are available to cover anticipated expenditures of \$1,250,000 in the first year of the proposed contracts. Funds will be requested in future CIP budgets for engineering services expenditures planned for each year. Tasks for each contract will be issued only if appropriated dollars are available in applicable CIP. Task expenditures will not exceed authorized contract amounts.

Respectfully submitted,



SHARI M. THOMAS
Interim General Manager
Water and Power Department

Prepared by:



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Approved by:



STEVE MERMELL
Interim City Manager

Attachments: (1)

1) Attachment 1 – Summary of RFP Response Evaluations