

Agenda Report

July 24, 2017

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZE A SERVICES CONTRACT WITH CABLE ENGINEERING SERVICES FOR AN AMOUNT NOT TO EXCEED \$350,000.00 FOR THE WATER AND POWER DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3); and
2. Authorize the 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 Cable Engineering Services dba Prescott Communication for three years in the amount of \$210,000 with two additional one-year options each not to exceed \$70,000 subject to the approval of the City Manager for Pole Asset Management.

BACKGROUND:

The Pasadena Water and Power ("PWP") is one of the members of the Southern California Joint Pole Committee ("SCJPC"). The SCJPC is made up of a group of 32 utilities, communications entities, and municipalities in Southern California who hold joint equity interest in utility poles. Established by telephone, electricity and railroad companies, the Committee has existed since October 10, 1906. It was formed as a result of the need to limit the number of poles along roadways and other areas of service territories in southern California. Presently PWP jointly owns its power poles with utilities such as Verizon, AT&T, SCE and LADWP. Pole asset management services are required to manage the administration of the various pole attachments, billing for pole use, permitting and processing of all joint pole documents related to the Joint Pole Agreement ("JPA"). All costs are trued up monthly by the SCJPC.

On March 23, 2017, PWP issued a Request for Proposal ("RFP") for Pole Asset

Management services for the Water and Power Department, which was published in *The Pasadena Star News* and posted on the City's web site and Planet Bids. The RFP was downloaded by 60 vendors. Staff was not aware of any local Pasadena vendors for this type of specialized service; therefore, no local outreach was conducted.

One proposal was received on April 27, 2017. An interdepartmental team of subject matter experts in pole asset management reviewed the proposal in accordance with the evaluation criteria stated in the RFP: Qualifications and Experience, Staff Support and Responsiveness, Cost of Services, and Corporate Strength. The evaluation criteria also included a 5% preference for both Pasadena Local Businesses and Small or Micro Businesses. A summary of the evaluation is provided in Attachment 1.

Proposal results are as follows:

Proposer/Location	Item 1 – Flat Monthly Rate	Item 2 – Joint Pole Inspection Services
Cable Engineering Services, Mission Hills, CA	\$ 2,400.00	\$ 42.00/hr.

Cable Engineering Services ("CES") was the only responsive proposer that met all of the requirements of the RFP. It is staff's recommendation to award CES a three year contract for an amount not to exceed \$210,000.00 with two additional one-year options each not to exceed \$70,000.00 subject to approval of the City Manager. The proposed contract fully complies with Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 15, 2014.

CES is a national firm specializing in utility pole asset management. They presently perform the same function for a number of other SCJPC utilities as well. The RFP was reviewed by several consulting firms but none of them specialize in pole asset management.

CES has received a total of one contract award for a total amount not-to-exceed \$120,000.00 since 2012.

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:

This activity has been determined to be exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is

no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Such is the case with the proposed contract authorization for the management of pole assets. This program does not propose any physical changes to the environment, but rather consists of administration and management of the City's power poles, which includes billing for the pole use and permitting, processing and tracking of all joint pole documents related to the electric and telecommunications tenants.

FISCAL IMPACT:

The maximum cost of this action will be \$350,000 including two additional one-year options. Funding for this action will be addressed by the utilization of existing budgeted appropriations and future appropriations in the Power Operating Fund 401; Other Contract Services account (47405880-811400). It is anticipated that \$70,000 of the cost will be spent during the current fiscal year. The remainder of the costs will be spent over the next four fiscal years.

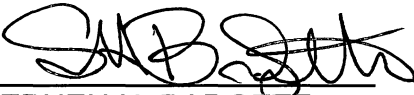
The anticipated impact to other operational programs or capital projects as a result of this action will be none.

Respectfully submitted,



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Prepared by:



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Approved by:



STEVE MERMELL