

Agenda Report

April 15, 2019

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZE AN AGREEMENT WITH POWERFLEX SYSTEMS, LLC IN AN AMOUNT NOT TO EXCEED \$190,900 FOR THE PROVISION, INSTALLATION, AND MAINTENANCE OF ELECTRIC VEHICLE CHARGING STATIONS AND RELATED SERVICES AT THE HOLLY STREET PARKING GARAGE

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 15301 (Class 1 – Existing Facilities);
2. Authorize the City Manager, or his designee, to enter into a contract, based on a competitive selection process pursuant to Pasadena Municipal Code Section 4.08.047, with PowerFlex Systems, LLC ("PowerFlex Systems") in an amount not to exceed \$118,900, with four one year optional extensions not to exceed \$18,000 each, for the provision, installation, and maintenance of electric vehicle charging stations and related services at the Holly Street Parking Garage ("Holly Garage").

BACKGROUND:

Pasadena is pursuing a coordinated Citywide effort to encourage the adoption and use of plug-in electric vehicles ("EV") by the City's residents, businesses and their employees, and visitors. The goal is to reduce greenhouse gas ("GHG") and other air emissions consistent with the City's Climate Action Plan by replacing the use of gasoline and other fossil fuels used for transportation with cleaner electricity. Pasadena Water and Power ("PWP") is on pace to provide 40% of its electricity from renewable sources by 2020 and 60% by 2030, and this effort will increase the benefit of electricity as a transportation fuel.

The City Council has recently authorized the procurement of 38 EVs for City fleet use, with the first EVs arriving in May 2019. Additional fleet EV procurements are anticipated in the future. PWP is currently completing a fleet EV charging area at the City Yards and is assessing other potential locations around the City. The proposed project, intended to serve 25 parking spaces in the reserved City fleet parking area at the Holly Garage, will be a convenient EV charging location for City employees working at or near City Hall.

Contract with PowerFlex Systems for Holly Garage Fleet EV Chargers

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A Request for Proposals (“RFP”) was published on January 31, 2019 for the installation of 25 EV charging stations in the reserve fleet parking area at the Holly Garage; one year of associated maintenance services; and, one year of user account management, revenue collection, monitoring, telemetry, and reporting services (“Back Office” services). The RFP included four optional one-year extensions to provide these necessary ongoing services for up to a total of five years. The RFP was posted on Planet Bids for 41 days and an email notification was sent to 1,324 vendors. In addition, staff reached out to several vendors that could perform the work. A total of 16 potential vendors attended the mandatory bid meeting which was conducted on February 28, 2019 and six proposals were received by the due date on March 12, 2019. None of the proposal received were from local vendors.

The proposals were evaluated, scored, and ranked by a PWP staff panel based on the evaluation procedures and criteria set forth in the RFP. The complete results are provided in Attachment A and summarized in Table I:

Table I: Ranking of Proposals

Evaluation Score	Vendor	Office Location
90.0	Powerflex Systems	Los Altos, CA
81.5	AR Electric Inc.	Covina, CA
77.5	Baker Electric, Inc.	Escondido, CA
67.5	Green Wealth Energy Solutions, Inc.	Los Angeles, CA
65.0	Clean Fuel Connections, Inc.	Arcadia, CA
52.5	PDE Total Energy Solutions	Santa Fe Springs, CA

PowerFlex Systems received the highest evaluation score and staff recommends that the City Council authorize a contract with PowerFlex Systems for an amount not to exceed \$118,900. This includes the proposed fees of \$74,900 to install 25 charging stations at Holly Garage along with associated maintenance and Back Office services necessary for operating the chargers and managing their use for the first year, plus a contingency of \$44,000 for any necessary change orders or additional work that would expand or improve the capabilities of the existing Holly Garage EV charging infrastructure. Staff further recommends that the City Council authorize up to four additional one-year extensions, each not to exceed \$18,000, to provide ongoing maintenance and Back Office services for all of the EV chargers at the Holly Garage.

The City has previously contracted with PowerFlex Systems, based on a competitive low bid award, in the amount of \$18,000 to install EV chargers in the public parking area of the Holly Garage.

The proposed contract fully complies with Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 15, 2014. The Contractor has indicated that the award will result in no new hires.

PWP's Power Supply and Power Delivery Business Units will manage this contract.

COUNCIL POLICY CONSIDERATION:

The proposed action supports the City Council Strategic Planning Goals, Pasadena's Climate Action Plan, the Urban Environmental Accords, and the General Plan, in reducing greenhouse gas ("GHG") emissions by expanding the use of EVs and related infrastructure. It supports expanding sustainable mobility and land use, and the City's commitment to a more sustainable community. It further supports former Governor Brown's goal of installing 250,000 charging stations in the state by 2025 and his Executive Order to help accelerate the market to 5 million zero-emission vehicles on California's roads by 2030.

ENVIRONMENTAL ANALYSIS:

The recommended action is exempt from CEQA pursuant to State CEQA Guidelines Section 15301 (Class 1 – Existing Facilities). Class 1 exempts from environmental review "the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use." The proposed project consists of a minor alteration of an existing parking facility to add electric vehicle charging capabilities. The proposed project would not increase the number of parking spaces and, therefore, would result in negligible, if any, expansion of use. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

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FISCAL IMPACT:

The maximum cost of this action is \$190,900, including potential change orders and optional extensions. Funding for this action will be addressed by the utilization of existing and future appropriations in the Power Capital Fund 411, Capital Improvement Project 3225 - *Electric Vehicle Charging Infrastructure* for the initial construction and commissioning of the EV chargers. Funding for ongoing maintenance and back office services will be from the Light and Power Fund operating budget. Revenues derived from the Low Carbon Fuel Standard program and Public Benefits Charge will cover the capital portion of the work, and operating expenses will be covered by a combination of charger usage and LCFS program revenues. Table II summarizes the anticipated expenditures by contract year, commencing in FY2019:

Table II: Anticipated Expenditures by Contract Year

Fund	Year 1	Year 2	Year 3	Year 4	Year 5	Total
411 (CIP)	\$118,900	--	--	--	--	\$118,900
401 (Operating)	--	\$18,000	\$18,000	\$18,000	\$18,000	\$72,000
Total	\$118,900	\$18,000	\$18,000	\$18,000	\$18,000	\$190,900

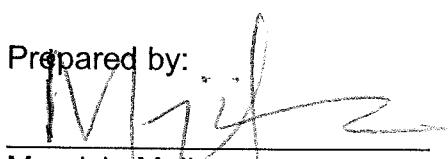
The cost of electricity used by these EV chargers, as billed by PWP, will be allocated to each department based on usage associated with their respective vehicles. The cost of electricity used to fuel these vehicles is expected to be one-third to one-half of the avoided expenditures for gasoline that would have otherwise been used.

Respectfully submitted,



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