



Agenda Report

December 14, 2020

TO: Honorable Mayor and City Council

FROM: Department of Water and Power

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH S.D. MYERS LLC FOR PREVENTATIVE MAINTENANCE SERVICES FOR LIQUID FILLED ELECTRICAL EQUIPMENT FOR THE WATER AND POWER DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find the proposed action to be categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301 (Existing Facilities) and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and,
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with S.D. Myers LLC for preventative maintenance of liquid filled electrical equipment in an amount not to exceed \$302,034, for three years, or whichever occurs first, with two optional extensions of one year or \$100,678 each.

BACKGROUND:

The Water and Power Department ("PWP") provides electricity to more than 65,000 customers with a highly complex Transmission and Distribution System comprised of thousands of components functioning together. Some of the major equipment, such as transformers, load tap changers, and switches, contain liquid insulating medium (typically mineral oil) which require periodic testing. Oil test results indicate the condition of the oil as well as other internal equipment components. Over a period, these results often provide an indication of gradual deterioration of the device. Thus, the equipment can be replaced before it fails. The equipment that require testing are located at receiving stations, substations, a local power plant, and a hydroelectric facility in the City of Azusa, California.

PWP requires services of a qualified firm to provide inspections, testing, analysis, reporting, training, field support, and engineering services for approximately 100 devices twice per year.

On September 18, 2020, a Request for Proposals (“RFP”) titled “LD-21-02” for the preventative maintenance of liquid filled electrical equipment was published in the Pasadena Independent and Pasadena Journal newspapers well as posted on PlanetBids. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 34 vendors downloaded the Specifications of which one was local. A total of five proposals were received by the proposal due date, October 12, 2020, none from local firms. Staff is not aware of any local vendors who would perform these services.

The proposals were evaluated per the following criteria outlined in the RFP as shown in Table I:

Table I: RFP Evaluation Criteria

Scoring Criteria	Maximum Points
Understanding Scope of Work	10
Technical Proposal, Quality of Implementation, and Reporting	15
Cost Proposal	50
Experience and References	15
Local Business Preference	5
Small or Micro-Business	5
Total Score	100

Table II summarizes the evaluated scores for each proposal based on the average score of four evaluators by internal PWP staff who have experience in this scope of work. Additional scoring details are provided in Attachment A.

Table II: Summary of Evaluated Scores

Firm Name	Office Location	Average Score
S.D. Myers LLC	Tallmadge, OH	60.4
MVA Diagnostics Inc.	Canton, OH	58.5
Weidmann Electrical Technology Inc.	St. Johnsbury, VT	56.1
Hampton Teddler Electric Co.	Montclair, CA	29.9
ABB Hitachi Power Grids	Earth City, MO	18.1

S.D. Myers LLC received the highest score based on the evaluation criteria. Therefore, staff respectfully recommends that the City Manager, or his designee, enter into a contract, based on a competitive selection process as specified by Section 4.08.047 of the Pasadena Municipal Code, with S.D. Myers LLC for preventative maintenance services for liquid filled electrical equipment in an amount not to exceed \$302,034, or three years, whichever occurs first, with two optional extensions of one year or \$100,678 each, for a total not to exceed amount of \$503,390 for five years.

The City of Pasadena has awarded two purchase orders to S.D. Myers since 2016 for a total not to exceed amount of \$49,998.

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, to provide cost effective and innovative management of the City's resources, and to implement capital improvements that will maintain and rehabilitate infrastructure.

ENVIRONMENTAL ANALYSIS:

The project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301 Existing Facilities (Class 1) (California Code of Regulations Title 14, Chapter 3, Section 15301). Class 1 consists of 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 use. Section 15301 Part (b) specifically applies this categorical exemption to existing facilities of both investor and publicly owned utilities. The project consist of maintenance activities of existing facilities involving no expansion of the existing use.

FISCAL IMPACT:

The maximum cost of these actions is \$503,390, if both extension options are exercised. Funding for this action will be addressed by the utilization of existing and future budget appropriations in the Power Operating Fund 401 and power fund object 811400.

Respectfully submitted,



GURCHARAN S. BAWA
General Manager
Water and Power Department

Prepared by:



For:

Marvin D. Moon
Assistant General Manager
Water and Power Department

Approved by:



STEVE MERMELL
City Manager

Agenda Report - Contract Award to SD Myers LLC - Attachment A

	Understading Scope Of Work	Technical Proposal, Quality of Implementation and Reporting	Cost Proposal	Experience and References	Local Pasadena Business	Small/Micro-Business	Total
Maximum Points	10	15	50	15	5	5	100
S.D. Myers LLC	3.75	4.75	50.00	1.88	0	0	60.4
MVA Diagnostics Inc.	4.13	5.38	41.47	7.50	0	0	58.5
Weidmann Electrical Technology Inc.	9	12	23.12	12.00	0	0	56.1
Hampton Teddler Electric Co	3.75	4.75	10.63	10.75	0	0	29.9
ABB Hitachi Power Grids	3.75	4.75	7.11	2.50	0	0	18.1

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

(If printing, please print legibly. Use additional sheets as necessary.)

1.	Contractor/Organization Name:	S.D. Myers LLC
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2.	Type of Entity:	<input checked="" type="checkbox"/> non-government <input type="checkbox"/> nonprofit 501(c)(3), (4), or (6)
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3.	Name(s) of trustees, directors, partners, officers of Contractor/Organization:
	CEO: Scott Myers
	President/Treasurer: Dale Bissonette
	Secretary: Beth Raies

4.	Names of those with more than 10% equity, participation or revenue interest in Contractor/Organization:
	SD Myers, Inc. 60% Member
	Federal Tax ID: 34-0971545
	Scot Myers, CEO
	Good Place Holdings Co. 40% Member
	Federal Tax ID: 47-5470978
	Non-Profit Board: Scott Myers

Prepared by: Kyle E. Henline

Title: Contracts Administrator

Phone: 330-630-7000

Date: 10/14/2020

