

# Agenda Report

March 11, 2024

**TO:** Honorable Mayor and City Council

**FROM:** Water and Power Department

**SUBJECT: AUTHORIZATION TO ENTER INTO SEPARATE CONTRACTS WITH PERRY C. THOMAS CONSTRUCTION, INC. AND VICON ENTERPRISE, INC. FOR SEISMIC ANCHORAGE OF EQUIPMENT AT BROOKSIDE AND OAK KNOLL SUBSTATIONS FOR A COMBINED AMOUNT NOT-TO-EXCEED \$232,910 FOR THE WATER AND POWER DEPARTMENT**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301 (Class 1: Existing Facilities); there are no features that distinguish this project from others in the exempt classes and, therefore, there are no unusual circumstances;
2. Accept the bid dated December 6, 2023, submitted by Perry C. Thomas Construction, Inc. ("Perry Thomas") in response to the specifications for the Seismic Anchorage of Equipment at Brookside and Oak Knoll Substations for the Water and Power Department ("PWP"); and authorize the City Manager to enter into a contract with Perry Thomas for seismic anchorage of Brookside Substation for an amount not-to-exceed \$100,085 or a period of two years, whichever occurs first. The total cost includes a base contract amount of \$87,030 and a 15% contingency of \$13,055 to provide for any necessary change orders; and
3. Accept the bid dated December 5, 2023, submitted by Vicon Enterprise, Inc. ("Vicon") in response to the specifications for the Seismic Anchorage of Equipment at Brookside and Oak Knoll Substations for PWP; and authorize the City Manager to enter into a contract with Vicon for seismic anchorage of Oak Knoll Substation for an amount not-to-exceed \$132,825 or a period of two years, whichever occurs first. The total cost includes a base contract amount of \$115,500 and a 15% contingency of \$17,325 to provide for any necessary change orders.

**BACKGROUND:**

PWP provides electricity to more than 65,000 customers. The Power Distribution System is highly complex and comprised of thousands of components which function together as a Transmission and Distribution (“T&D”) System. As part of the T&D System, PWP maintains and operates 12 electric substations which house power transformers, switchgear units, and other equipment necessary to distribute power to businesses and residents.

These projects will provide seismic anchorage of electrical units at the Brookside and Oak Knoll Substations to comply with the current California Building Code and seismic requirements of the Institute of Electrical and Electronics Engineers (“IEEE”) Recommended Practice 693. The IEEE requirements and standards are continuously revised and updated to ensure that structures can adequately resist seismic forces during earthquakes. The completion of these projects will bring Brookside and Oak Knoll Substations up to code to comply with new code standards. Construction work includes drilling, anchorage, bolting, and welding of electrical equipment.

On October 5, 2023, a Notice Inviting Bids for the Specifications was published in the Pasadena Press and Pasadena Journal. The invitation was also published on OpenGov, which generated notices to all vendors previously registered with the City for this particular commodity class. A total of 22 vendors downloaded the Specifications, two of which were local. A total of three bids were received by the bid due date of December 7, 2023, with no bids received from local firms.

The Bid Specifications were written as a split award solicitation allowing bidders to submit a bid for one or both projects shown below:

- **Brookside Substation (Project #1)**
- **Oak Knoll Substation (Project #2)**

The responsive bid results are shown below in Table I:

**Table I: Bid Summary**

<b>Bidder Name</b>		Perry C. Thomas	Vicon Enterprise, Inc.	Minco Construction
<b>Office Location</b>		Monrovia, CA	Anaheim, CA	Gardena, CA
<b>Bid Price Totals</b>	<b>Project #1</b>	<b>\$87,030</b>	\$94,500	\$133,000
	<b>Project #2</b>	\$167,910	<b>\$115,500</b>	\$237,000

Perry Thomas was the lowest responsive and responsible bidder for Project #1 (Brookside Substation). PWP staff recommends that the City Council authorize the City Manager to enter into a contract with Perry Thomas for an amount not-to-exceed \$100,085, or a period of two years, whichever occurs first, for the Brookside Substation. The total cost includes a base contract amount of \$87,030 and a 15% contingency of

\$13,055 to cover for unforeseen field conditions or work scope, and to provide for any necessary change orders.

Vicon was the lowest responsive and responsible bidder for Project #2 (Oak Knoll Substation). PWP staff recommends that the City Council authorize the City Manager to enter into a contract with Vicon for an amount not-to-exceed \$132,825, or a period of two years, whichever occurs first, for the Oak Knoll Substation. The total cost includes a base contract amount of \$115,500 and a 15% contingency of \$17,325 to cover for unforeseen field conditions or work scope, and to provide for any necessary change orders.

The proposed contracts comply with the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Chapter 4.08 and the rules and regulations promulgated thereunder.

The City of Pasadena has awarded 10 contracts and 11 purchase orders to Perry Thomas since 2015 for a total not-to-exceed amount of approximately \$30.5 million dollars; and one contract to Vicon since 2023 for a total not-to-exceed amount of approximately \$483,000.

#### **COUNCIL POLICY CONSIDERATION:**

The proposed contracts are consistent with the City Council's Strategic Planning Goals to: (i) improve, maintain and enhance public facilities and infrastructure; and (ii) ensure public safety.

#### **ENVIRONMENTAL ANALYSIS:**

These projects are categorically exempt from CEQA pursuant to State CEQA Guidelines Section 15301 (Class 1: Existing Facilities). The Class 1 categorical exemption covers the repair, maintenance, or minor alteration of existing public or private structures, involving negligible or no expansion of use. The subject contracts are for minor alterations of two existing PWP substations to enhance seismic safety. No expansion of use would occur. There are no features that distinguish these projects from others in the exempt class and, therefore, there are no unusual circumstances.

**FISCAL IMPACT:**

The total cost of this action will not exceed \$232,910 over two years, which includes the base contracts amount of \$202,530 and 15% contingencies of \$30,380 to provide for any necessary change orders. Funding for this action will be addressed by using existing appropriations in the Power Capital Fund 411, Capital Improvement Program 03196 – Seismic Upgrade of Power Facilities. It is anticipated that the authorized contract amounts will be spent during the current fiscal year.

There is no anticipated impact to other operational programs as a result of this action. The contract summary is shown below in Table II.

**Table II: Contract Summary**

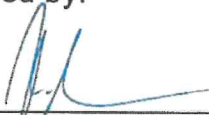
<b>Projects</b>	<b>Vendor Name</b>	<b>Base Contract Amount</b>	<b>Contingency (15 %)</b>	<b>Total Not-to-Exceed Contract Amount</b>
Brookside Substation	Perry Thomas	\$87,030	\$13,055	\$100,085
Oak Knoll Substation	Vicon	\$115,500	\$17,325	\$132,825
<b>Total Contracts Not-to-Exceed Amount</b>				<b>\$232,910</b>

Respectfully submitted,



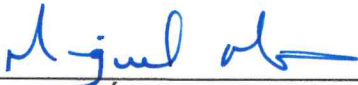
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