



Agenda Report

April 13, 2026

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ACCO ENGINEERED SYSTEMS, INC. TO PROVIDE INLET AIR CHILLER MAINTENANCE AND INSPECTION SERVICES FOR A GRAND TOTAL AMOUNT NOT-TO-EXCEED \$450,954 FOR UP TO SIX YEARS

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is not a "project" subject to the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21065 and within the meaning of State CEQA Guidelines Section 15378(b); and
2. Authorize the City Manager to enter into a contract, as a result of competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Acco Engineered Systems, Inc. ("Acco Engineered") to provide inlet air chiller maintenance and inspection services at the Glenarm Power Plant for three years with the option for three additional one-year extensions subject to the approval of the City Manager for an annual amount of \$75,159 and a grand total amount not-to-exceed \$450,954, which includes a base contract amount of \$409,956 and a contingency of \$40,998. Competitive price bidding is not required pursuant to City Charter 1002 (F) contracts for professional or unique services.

BACKGROUND:

The City of Pasadena ("City") owns and operates the Glenarm Power Plant that consists of five natural gas fueled quick start electric generating units with a total capacity of approximately 200 Megawatts ("MW") and can generate power within ten minutes. These units provide the vital support necessary to maintain the reliability of the electric system in Pasadena. The Power Plant's Gas Turbines ("GT") 3 thru 5 are equipped with a chilled water air inlet cooling system that cools the GTs for optimal generating capacity. To ensure the reliability of the GTs, Pasadena Water and Power ("PWP")

utilizes the services from qualified firms to provide ongoing maintenance services, including preventative maintenance, inspection, repair, and emergency services for the compliant, reliable and economical operation of its inlet air chillers for the gas turbines.

On November 12, 2025, PWP issued a Request for Proposals (“RFP”) for GT-3, GT-4, and GT-5 Turbines Inlet Air Chillers Maintenance and Inspection Services. The RFP was posted through OpenGov, the City’s procurement platform, which generated notices to all vendors who have previously registered with the City for this type of service. A total of 16 vendors downloaded the solicitations, of which one was a local business. Acco Engineered, a Pasadena business, was the only company to submit a complete proposal by the December 9, 2025 RFP closing date. A PWP evaluation team made up of three representatives from the Power Plant evaluated and scored Acco Engineered’s proposal based on criteria listed in the RFP, as shown in Table I.

Table I: RFP Scoring Criteria

Scoring Criteria	Maximum 100 Points
Cost Proposal	30 Points
Proposed Solution	20 Points
Company Staffing Assigned to the Project	20 Points
Experience and References	10 Points
Proposed Schedule	10 Points
Local Pasadena Business	5 Points
Small or Micro-Business	5 Points

A summary of the scoring is shown below in Table II.

Table II: Proposal Scores

Proposer	Location	Average Total Points (Out of 100)
Acco Engineered Systems Inc	Pasadena, CA	91.33

The evaluation team found that the proposal from Acco Engineered met the requirements of the RFP and determined the vendor’s pricing to be fair and reasonable. Acco Engineered has previously been awarded 24 city contracts, cumulatively valued at \$1.44 million since 2016. Based on the scoring criteria, the recommendation of staff is to award a contract with Acco Engineered to provide inlet air chiller maintenance and inspection services at the Glenarm Power Plant for three years with the option for three additional one-year extensions subject to the approval of the City Manager for an annual amount of \$75,159 and a grand total amount not-to-exceed \$450,954, which includes a base contract amount of \$409,956 and a contingency of \$40,998.

In addition, the proposed contract fully complies with Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 15, 2014.

COUNCIL POLICY CONSIDERATION:

The proposed contract is consistent with the Council's goal to improve, maintain and enhance public facilities and infrastructure.

ENVIRONMENTAL ANALYSIS:

CEQA excludes, from environmental review, actions that are not "projects" as defined by Public Resources Code Section 21065 and within the meaning of CEQA Guidelines Section 15378(b). Sections 21065 and 15378(b) define a project as an action which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Section 15378 excludes from the definition of "project" continuing administrative or maintenance activities, such as purchases for supplies and services. The actions proposed herein, authorizing the City Manager to enter into a contract for inlet chiller maintenance and inspection services, is an administrative activity for the purchasing of services, and therefore is not a "project" as defined by CEQA. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

The cost of the recommended action is not-to-exceed \$450,954 up to six years at an annual cost of \$75,159, if the optional extensions are exercised, as broken out in Table III below.

Table III: Fiscal Impact Summary

Fiscal Year	Base Contract	Contingency	Total
2026	\$28,014	\$2,802	\$30,815
2027	\$68,326	\$6,833	\$75,159
2028	\$68,326	\$6,833	\$75,159
2029	\$68,326	\$6,833	\$75,159
2030	\$68,326	\$6,833	\$75,159
2031	\$68,326	\$6,833	\$75,159
2032	\$40,312	\$4,031	\$44,344
Total	\$409,956	\$40,998	\$450,954

PWP will utilize existing budgeted appropriations in the Power Operating Fund (401) to support the first year of contract costs. Future contract costs will be budgeted as part of the department's annual operating budget. There is no impact to the General Fund.

Respectfully submitted,



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