



**CITY OF GLENDALE, CALIFORNIA
REPORT TO THE CITY COUNCIL**

AGENDA ITEM

Report: Amendments to Existing Four Owner’s Engineer (OE) Professional Services Agreements (PSA).

1. Motion authorizing the City Manager, or his designee, to execute Amendment No. 1 to the City’s existing PSA, Contract No. 8001332, with Electric Power Engineers, Inc. (EPE), for two years and increase the not-to-exceed amount of the PSA by \$500,000 to a new not-to-exceed amount of \$1,400,000, and authorizing a subsequent one-year term extension option if there are remaining funds.
2. Motion authorizing the City Manager, or his designee, to execute Amendment No. 1 to the City’s existing PSA, Contract No. 8001356, with SEL Engineering Services, Inc. (SEL), for two years and increase the not-to-exceed amount of the PSA by \$300,000 to a new not-to-exceed amount of \$1,200,000, and authorizing a subsequent one-year term extension option if there are remaining funds.
3. Motion authorizing the City Manager, or his designee, to execute Amendment No. 1 to the City’s existing PSA, Contract No. 8001327, with TRC Engineers, Inc. (TRC), for two years and increase the not-to-exceed amount of the PSA by \$600,000 to a new not-to-exceed amount of \$1,500,000, and authorizing a subsequent one-year term extension option if there are remaining funds.
4. Motion authorizing the City Manager, or his designee, to execute Amendment No. 3 to the City’s existing PSA, Contract No. 8001391, with the Worley Group, Inc. (Worley), for two years and increase the not-to-exceed amount of the PSA by \$2,000,000 for a new not-to-exceed amount of \$4,000,000, and authorizing a subsequent one-year term extension option if there are remaining funds.

COUNCIL ACTION

Item Type: Consent Item

Approved for _____ **July 16, 2024** _____ **calendar**

EXECUTIVE SUMMARY

The Electrical Engineering Division of GWP has been using OE personnel and expertise to help with capital improvement programs, as well as supporting electric operations and maintenance activities since 2017. In 2021, after a comprehensive Request for Proposals (RFP) process and evaluating twelve proposals, GWP executed three-year PSAs with four OE firms of EPE, SEL, TRC and Worley.

Since 2021, GWP has issued about twenty task orders to EPE, ten task orders to TRC, five task orders to SEL and two task orders to Worley. The PSAs with the four firms expire between the end of July and the middle of September of 2024. However, some of the tasks assigned to the OE consultants will not be completed before the contractual deadlines. Starting a new RFP process and hiring a new set of OE teams would be detrimental to the schedule of the projects already in progress. Extending the PSAs will ensure continuity and stability in operations, and the projects handled by each OE.

RECOMMENDATION

Authorize the City Manager to extend the exiting PSAs with EPE, SEL, TRC and Worley for two years, and to add \$500,000, \$300,000, \$600,000, and \$2,000,000 to each PSA respectively and authorize a subsequent one-year term extension option for each PSA through 2027 if there are remaining funds.

ANALYSIS

GWP Electrical Engineering Division plans, designs, and manages the construction of capital projects. Additionally, the Division provides planning and support services to the Electrical Operations Section, the Electrical Substations Section, and the Electrical Transmission and Distribution Section. The Section also provides customer, and developer assistance for power service planning activities, budgeted as “customer paid” projects.

The volume of engineering work for capital projects and operation and maintenance (“O&M”) support activities require additional labor hours to complete the work, which exceeds the current engineering staffing level. In addition, special expertise is required for certain projects.

In 2021, GWP staff engaged in a robust RFP process and solicited proposals from engineering firms. After evaluating twelve proposals, the City Council awarded four three-year PSAs to EPE, SEL, TRC, and Worley, each for a not-to- exceed amount of \$900,000. In January of 2023, City Council approved an Amendment to Worley’s PSA to add \$1,100,000 to help with project management, engineering and other tasks associated with Scholl Canyon Biogas Renewable generation (Scholl Biogas) project.

Under all the subject PSAs, work is being performed by the consultants on a per project/task basis. For each project, GWP staff issues a task order to one of the four firms depending on the availability of each consultant, suitability and experience with the work involved, and the work approach proposed by the consultant.

The following list includes some projects for which the Electrical Engineering Division has been using the services of the OEs:

- Scholl Biogas Project
- Broken Conductor Detection (Part of Wildfire Mitigation Plan)
- Integrated Communications Optical Network (ICON)
- Feasibility Study and Design for Upgrading Existing Substations or Adding New Substations
- Various Power System Studies
- Fiber Extension
- Mobile Substation Specification and Procurement
- Electric Services Master Plan
- GWP staff training

The current PSA values and corresponding expiration dates are as follows:

OE	2020-2023 PSAs				
	Original	Expended	Open PO	Available	Expiration
EPE	\$ 900,000.00	\$ 835,704.50	\$ 53,010.00	\$ 64,295.00	8/3/2024
SEL	\$ 900,000.00	\$ 213,694.34	\$166,542.85	\$519,762.81	8/22/2024
TRC	\$ 900,000.00	\$ 457,311.53	\$245,993.52	\$196,694.95	7/28/2024
Worley	\$2,000,000.00	\$1,292,663.11	\$707,336.40	\$ 0.49	9/19/2024

The Open POs (Purchase Order) correspond to the task orders that have been issued to the OEs, but the tasks have not yet been completed. The completion date for most of these tasks falls after the PSA expiration date. The following is a list of some the tasks assigned to OEs which would not be completed before the PSA expiration.

- GWP assigned Worley as OE to manage the Scholl Biogas project as well as monitor project design, provide equipment procurement supervision, permits, some environmental compliance activities, and assist with the project commissioning. GWP is also using TRC to provide biological construction monitoring for Scholl Biogas project. The services of Worley and TRC would be needed through summer of 2025.
- GWP used TRC to prepare specifications for a 15MVA mobile substation which is being used currently in a bid package to solicit proposals. The bids are due on July 30, 2024. TRC’s services would be required to evaluate the bidders’ proposals beyond July 28, 2024 (contract expiration date).
- GWP system protection standards based on SEL products was last updated in 2008-09. SEL will be working with GWP to update the standards and train GWP engineers and test technicians. SEL services would be needed through end of 2024.

- EPE has prepared conceptual design and cost estimate to modify Tropic Substation to make room for installation of an existing 5/6.2 MVA transformer which was removed from Glendale rack during demolition of the Grayson Power Plant. This transformer will be primarily used to support load growth in south Glendale due to Bus electrification project. EPE’s services would be needed through 2025 to prepare specifications and evaluation of bids.

These OEs have consistently demonstrated their commitment to excellence and have proven to be invaluable partners with GWP in various City’s projects and utility services. Therefore, it is respectfully requested and recommended that the City Council extend the four PSAs and the necessary funds.

STAKEHOLDERS/OUTREACH

Not applicable.

FISCAL IMPACT

The amendments to the PSA with the four OEs will cost \$3,400,000 over the course of two contractual years. The estimated cost for the fiscal year 2024-25 is \$2,000,000 which is available in the following Project appropriations:

Existing Appropriation		
Amount	Account String	Funding Source
\$48,793,450	GL: 43110-5830-GWP-0020 PL: 31005 (Scholl Biogas)	Electric Depreciation Fund
\$ 3,250,000	GL: 51800-5830-GWP-0020 PL: GWP00460AN (Mobile Sub.)	Electric Depreciation Fund
\$ 200,000	GL: 43110-5830-GWP-0020 PL: GWP01062AA (Fleet/Bus Electrification)	Electric Depreciation Fund
\$ 700,000	GL: 43110-5830-GWP-0020 PL: GWP00634AA (Substation Improvement Program)	Electric Depreciation Fund
\$ 100,000	GL: 43110-5830-GWP-0020 PL: GWP00636AA (Substation Relay and Comm. Upgrade)	Electric Depreciation Fund

ENVIRONMENTAL REVIEW (CEQA/NEPA)

Not Applicable. The action herein is not a project as defined under the California Environmental Quality Act (CEQA) and as such not subject to CEQA.

CAMPAIGN DISCLOSURE

In accordance with the City Campaign Finance Ordinance No. 5744, the following are the names and business addresses of the members of the board of directors, the

chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than ten percent interest in the company proposed for contract in this agenda item report:

Officers of **Electric Power Engineers, Inc.**

Full Name	Title	Business Address	City	State	Zip
Hala N. Ballouz, P.E.	CEO (Board Member)	5301 Southwest Parkway, Suite 150	Austin	TX	78735
Stephanie Badr	COO (Board Member)	5301 Southwest Parkway, Suite 150	Austin	TX	78735
Hugo Mena, P.E.	Chief Growth Officer	5301 Southwest Parkway, Suite 150	Austin	TX	78735
David Edelman	Board of Directors	5301 Southwest Parkway, Suite 150	Austin	TX	78735
Mark Lewis	Board of Directors	5301 Southwest Parkway, Suite 150	Austin	TX	78735
Mike Howard	Board of Directors	5301 Southwest Parkway, Suite 150	Austin	TX	78735

Officers of **SEL Engineering Services, Inc.**

Full Name	Title	Business Address	City	State	Zip
Dave E. Whitehead	President and Chief Executive Officer	2350 NE Hopkins Court	Pullman	WA	99163
Joesph Nestegard	Treasurer and Secretary	2350 NE Hopkins Court	Pullman	WA	99163

Nicholas Seeley	Senior VP of Engineering Services & Assistant Secretary	2350 NE Hopkins Court	Pullman	WA	99163
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Officers of TRC Engineers, Inc.

Full Name	Title	Business Address	City	State	Zip
Christopher P. Vincze	Chairman and CEO	21 Griffin Road North	Windsor	CT	06095
Jason S. Greenlaw	Chief Financial Officer	21 Griffin Road North	Windsor	CT	06095
Laura Ramey	Chief People Officer	21 Griffin Road North	Windsor	CT	06095
Nik Krishnamurthy	Chief Growth Officer	21 Griffin Road North	Windsor	CT	06095
Marc Faecher	Chief Risk Officer	21 Griffin Road North	Windsor	CT	06095
Rajeev Gollarahalli	Chief Information & Digital Officer	21 Griffin Road North	Windsor	CT	06095
James Mayer	Executive Vice President, Business Operations	21 Griffin Road North	Windsor	CT	06095
Ed Myszka	President, Power Sector	21 Griffin Road North	Windsor	CT	06095
Ryan Renner	President, Digital Solutions	21 Griffin Road North	Windsor	CT	06095
Mark Robbins	President, Environmental Sector	21 Griffin Road North	Windsor	CT	06095

Todd Wager	President, Infrastructure	21 Griffin Road North	Windsor	CT	06095
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Officers of Worley Group, Inc.

Full Name	Title	Business Address	City	State	Zip
John Grill AO	Chairman & Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Chris Ashton	Chief Executive Officer & Managing Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Andrew Liveris AO	Deputy Chairman & Lead Independent Director & Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Tom Honan	Chief Financial Officer	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Mark Trueman	Executive Group Director, Growth	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Geeta Thakorlal	President, Energy Transition & Digital	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Karen Sobel	Group President, Americas	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079

Vinayak Pai	Group President, EMEA and APAC	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Andrew Berryman	Group President, Project Delivery	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Marian McLean	Executive Group Director, Health Safety & Sustainability	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Vikki Pink	Group Managing Director, People	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Larry Kalban	Group General Counsel	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Nuala O'Leary	Group Company Secretary	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Wang Xiao Bin	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079

Juan Suárez Coppel	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Sharon Warburton	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Anne Templeman-Jones	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Christopher Haynes OBE	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Thomas Gorman	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Roger Higgins	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Martin Parkinson AC	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079
Emma Stein	Non-Executive Director	Suite 100, Energy Center II, 575 North Dairy Ashford Road	Houston	TX	77079

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: Not approve amending the existing PSAs with the four OE firms, and direct staff to consider other OE firms. This would require staff to prepare a new RFP with a new scope of work and solicit proposals, evaluate, and recommend the award of new PSAs. The process would normally take four to six months, which will be a significant delay in the projects and GWP's electrical operations, will result in change orders to adjust the schedule of the Biogas Project contractors, and increase the contractual amounts due to City-caused delays. Additionally, the delays would require City to purchase power from outside resources during the time that project is not available.

Alternative 2: Consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Mark Young, General Manager - Glendale Water and Power

Prepared by:

Daneil Scorza, Assistant General Manager - Electric

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

None.