



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Scholl Substation Transformer No. 4 Load Tap Changer Repair

1. Resolution to dispense with the bidding procedures set forth in Glendale Municipal Code (GMC) Section 4.12.010A(1), and authorize the Purchasing Administrator, or his designee, to solicit competitive bids and execute an agreement pursuant to GMC Section 4.12.010A(3) for the Scholl Substation Transformer No. 4 Load Tap Changer Repair.

COUNCIL ACTION

Item Type: Action Calendar

Approved for September 29, 2020 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

Daniel Scorza, Chief Assistant General Manager - Electric

Reviewed by:

Michele Flynn, Director of Finance

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

Michael J. Garcia, City Attorney

Approved by:

Yasmin K. Beers, City Manager

RECOMMENDATION

Glendale Water and Power (GWP) respectfully recommends that the City Council adopt a Resolution to dispense with the bidding procedures set forth in Glendale Municipal Code (GMC) Section 4.12.010A (1), and authorize the Purchasing Administrator, or his designee, to solicit competitive bids and execute an agreement pursuant to GMC Section 4.12.010A (3) for the Scholl Substation Transformer No. 4 Load Tap Changer Repair.

BACKGROUND/ANALYSIS

GWP is committed to providing reliable and trusted service to its customers and, to accomplish this, GWP performs timely repairs to power equipment such as transformer Load Tap Changers (LTCs). Transformer No. 4 at Scholl Substation is experiencing a malfunctioning LTC. The restoration of this transformer will involve repairing the existing Westinghouse UTT-A LTC, replacing the Moving Contacts, Switch Arcing Assembly, and installing a Reversing Switch upgrade.

The LTC is integral to the desired functionality of this power transformer. The LTC is used to alter the voltage output of a transformer to ensure that GWP supplies the proper voltage to its customers. The contacts, switch arcing assembly, and reversing switch for Transformer No. 4 at Scholl Substation are damaged resulting in a buildup of combustible gases and causing the transformer to overheat. Due to the high degree of specific expertise needed to perform this type of work and the kind of equipment involved, GWP does not have the resources necessary to perform this task.

Bidding the services through the traditional bidding process in GMC Section 4.12.010A (1) would take anywhere from three to four months. The immediate repair of this LTC is needed for maintaining the reliability of Scholl Substation that has critical load of Adventist Medical Center.

Article VI, Section 9 of the Glendale Charter provides that the City Council may dispense with competitive bidding, upon recommendation of the City Manager, or her designee, for “any contract when it determines it is in the best interest of the City to do so and acts by resolution setting forth the reason for such action.”

Therefore, due to the nature of this repair and the shorter bidding process desired, staff requests Council’s authorization to dispense with the bidding procedure set forth in GMC Section 4.12.010A (1), and authorize the Purchasing Administrator, or his designee, to solicit competitive bids and execute an agreement pursuant to GMC Section 4.12.010A (3).

FISCAL IMPACT

Funds for the repair are available in the following account and amount:

Account Description	Account No.	Estimated Amount
Electric Revenue Fund, GWP, Electric Station Maintenance, Electric-Distribution Expense FERC	43110-5820-GWP-4650-P0000- T0000-F1580	\$100,000

ALTERNATIVES

Alternative 1: Approve the attached Resolution, which will authorize staff to dispense with the traditional bidding procedure set forth in GMC Section 4.12.010A (1) and the Purchasing Administrator, or his designee, will solicit competitive bids and enter into a contract to complete the work immediately.

Alternative 2: Do not approve the attached Resolution. In this case, staff would complete the traditional bid process through the City Clerk's office that would take approximately three to four months.

Alternative 3: New Alternative. The City Council may consider any other alternative not proposed by staff.

CAMPAIGN DISCLOSURE

Not applicable.

EXHIBIT(S)

Not applicable.