



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

AGENDA ITEM

Report: Replacement of the Main Electrical Switchgear at City Hall Building

1. Motion awarding a contract to A A Electric Co., in the amount of \$60,200.00, plus a 15 percent reserve for contingency, rejecting all other bids, and authorizing the City Manager to execute the contract.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for October 13, 2020 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

Yazdan T. Emrani, P.E., Director of Public Works

Prepared by:

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Kevin C. Todd , Assistant Director of Public Works

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

Staff respectfully recommends that the City Council approve the Motion awarding a contract to A A Electric Co., in the amount of \$60,200.00, plus a 15 percent reserve for contingency (\$9,030.00), rejecting all other bids, and authorizing the City Manager or her designee to execute the contract for the Replacement of the Main Electrical Switchgear at City Hall Building.

BACKGROUND/ANALYSIS

The City Hall building is located at 613 E. Broadway, and was originally constructed in the early 1940s. Within the City Hall building there are five departments; City Clerk's Office, Community Services and Parks (CSP), Human Resources, Legal, and Management Services, as well as the Council Chambers.

In January 2018, City Council approved a Professional Services Agreement (PSA) with Architectural Resources Group, Inc. (ARG), design and engineering firm, to prepare plans and specifications for tenant improvements of City Clerk's Office, City Attorney's Office and Community Services and Parks (CSP) Office. In conjunction with the tenant improvements, ARG's scope included major building infrastructure upgrades such as replacement and redistribution of deteriorated ductwork, reconfiguration of the existing public restrooms on the first and second floors of City Hall to meet accessibility standards, and the replacement of the unserviceable, main electrical switchgear located in the basement.

The switchgear regulates the building's entire electrical system. The main electrical switchgear is original to when the building was constructed in 1940. Throughout the years, many circuits have been added to it such as elevator, air conditioner, and other essential office equipment. Due to its age, the switchgear has been deemed unserviceable because parts are not available. In the past years, City staff has been reaching out to equipment suppliers throughout Southern California for replacement parts and now those suppliers are unable to provide these rare parts.

The work is planned for completion in four (4) consecutive days. During that time the City Hall building will not have power. To minimize the impact to staff, the work will be scheduled on a weekend and during a holiday break, if possible. The schedule for the project has not been selected because the contractor, once the project has been awarded, needs to place an order for the new parts. The lead time for the new switch gear is typically two (2) months.

On July 21, 2020, the City Council approved a resolution adopting specifications 3869 for the replacement of the Main Electrical Switchgear at City Hall Building. On August 19, 2020, the City hosted a mandatory job walk and seven (7) contractors attended.

On September 9, 2020, the City received two (2) bids as follows:

Contractor	Bid Amount
1. A A Electric Co. (Woodland Hills, CA)	\$ 60,200.00
2. Waisman Construction Inc. (Canoga Park, CA)	\$ 61,600.00

Upon review of the bid documents, staff finds A A Electric Co., to have submitted the lowest responsive bid. The bid by A A Electric Co., in the amount of \$60,200.00 is less than the Engineer’s preliminary estimate of \$125,000.00.

In addition, staff recommends a 15 percent (\$9,030.00) reserve for contingencies. The contingency is based on previous experience, dealing with an old building and equipment, concealed conduits, and will accommodate other unforeseen conditions.

ENVIORNMENTAL IMPACT

This project is Categorically Exempt under California Environmental Quality Act (CEQA) Guidelines as a Class 31 (Historical Resource Restoration/ Rehabilitation) exemption pursuant to the California Code of Regulations, Title 14, Section 15331, which provides: “Class 31 consists of projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior’s standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings (1995), Weeks and Grimmer.”

FISCAL IMPACT

The total estimated Budget for the Replacement of the Main Electrical Switchgear at City Hall Building is as follows:

Construction Bid Price	\$60,200.00
Construction Contingency	\$9,030.00
Design and Construction Support	\$6,000.00
Project Manager	\$6,000.00
Permit Fees	\$1,500.00
Total Cost	82,730.00

Funding for this project has been previously approved in the Fiscal Year 2020-21 Budget in the following accounts:

Project Name	GL Account	PL Account	Amount
City Hall Building Renovation	43110-4010-PWD-0020-P0000-T0000-F0000-0000-0000	51999-CNTRCTSVCS-0000	\$82,730
		Total	\$82,730

ALTERNATIVES

Alternative 1: Approve the attached Motion awarding the contract to A A Electric Co., in the amount of \$60,200.00 for the Replacement of the Main Electrical Switchgear at City Hall Building, plus a 15 percent reserve for contingency.

Alternative 2: The City Council may elect to defer all of the improvements in which case the City Hall building may experience an extended closure in the event of a system failure and parts that may not be readily available.

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

EXHIBITS

None.