



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

AGENDA ITEM

Report: Furnishing & Installing a New Station Battery System, and Removal & Proper Disposal of an Existing Battery System at the Glendale Water & Power Department's Scholl Substation.

1. Motion authorizing the Deputy Director of Finance/Purchasing to issue a Purchase Order to Las Colinas Engineering dba Las Colinas Electrical for furnishing & installing a new station battery system, and removal & proper disposal of an existing battery system at the Scholl Substation for the amount of \$54,417.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for December 7, 2021 **calendar**

EXECUTIVE SUMMARY

The battery system at the Scholl Substation was installed in 2012, and test results show that it is at the end of its useful life. GWP, via the Purchasing Department, issued a Request for Quote (RFQ) to solicit pricing and bids for replacing the existing battery system at the Scholl Substation.

The Purchasing Department received four bids, of which the bid from Las Colinas Engineering dba Las Colinas Electrical was the only one meeting GWP's requirements. However, the amount of the bid is \$54,417, which is \$4,417 above the Purchasing Division's authorized limits for issuance of Purchase Orders (PO) without seeking City Council authorization.

COUNCIL PRIORITIES

- Infrastructure & Mobility: Installing a new battery system will improve the reliability of the Scholl Substation which provides power to the Adventist Hospital and surrounding neighborhoods.

RECOMMENDATION

That the City Council authorize the Deputy Director of Finance/Purchasing to issue a Purchase Order to Las Colinas Engineering dba Las Colinas Electrical for furnishing & installing a new station battery system, and removal & proper disposal of an existing battery system at the Scholl Substation for the amount of \$54,417.

BACKGROUND

As part of GWP's continuous effort to improve the reliability and operation of substations, GWP has been replacing the existing battery systems which have reached their useful lives. The battery system serves as a DC power source for the control of circuit breakers and act as a backup power supply to ensure that relay protective systems that prevent equipment damage operate even when the substation primary power source is lost. These systems are critical to the reliable operation of the system. Scholl Substation's batteries were replaced in 2012, and a recent test result showed that these batteries are at the end of their useful life and need to be replaced immediately with a new battery system to prevent any catastrophic event at the station.

On September 24, 2021, the City of Glendale's Purchasing Division solicited bids by advertising the project on Planet Bids.

On October 7, 2021, a mandatory job walk was conducted at the project site, and GWP staff explained the scope of work and answered questions from prospective bidders. There were ten prospective bidders that attended the job walk.

On October 19, 2021 the City received four bids for the project, as shown in the table below:

	Bidder	Bid Amount
1	Total Online Protection LLC	\$34,200.00
2	Spark Power LLC	\$38, 916.49
3	Electric Power Systems International Inc.	\$48, 995.00
4	Las Colinas Engineering dba Las Colinas Electrical	\$54, 417.49

ANALYSIS

Upon review of the bid documents, GWP staff found that the battery systems proposed by the three low bidders are of gel type which do not meet the City's requirement set forth in the RFQ Section B1.4.2 (No Gel Allowed), as well as the other requirements in Sections B1.4.3, B1.4.5 and B1.4.6 of the RFQ No. 403416, and Amendment No. 1 (the RFQ and Amendment No. 1 are attached collectively as Exhibit A).

The bid of Las Colinas Engineering for \$54,417.49 meets the City's requirements. However, the bid amount is slightly higher than the \$50,000 authorized limit for which the Purchasing Department can issue a PO without first obtaining City Council authorization.

CONTRACT DASHBOARDS

Project Description:	Battery and rack system installation @Scholl Substation
Plans/Specs Adopted:	N/A
Advertisement Method:	Planet Bids
Specs Issued:	RFQ #403416
Bids Opened:	10/19/2021
Company Name(s) and Bid Amount(s):	Las Colinas Engineering dba Las Colinas Electrical, \$54,417.49
Contractor:	Same as above.
New / Existing Contractor:	New
Procurement Method (Bid / SS):	Bid
Contract Term:	One year
Construction Phase Begins:	Upon issuance of PO
Construction Phase Ends:	One year from the date of the PO

STAKEHOLDERS/OUTREACH

Not applicable.

FISCAL IMPACT

The Scholl Substation Battery System Upgrade will cost \$54,417.49. GWP's budget can absorb this cost and, therefore, no new funding is being requested at this time. The funding is outlined in the table below:

Amount: \$54,417.49

Funding Source: Electric Depreciation Fund (5830)

Accounting String GL & PL Ledger:

GL: 43110-5830-GWP-0020-P000-T000-F3890

PL: GWP00645AN-CNTRCTSVCS-3980-5830

ENVIRONMENTAL REVIEW

The project is Categorically Exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Sections 15301 and 15302, repair, maintenance, or minor alterations of existing utility facilities, and replacement or reconstruction of existing utility systems or facilities.

CAMPAIGN DISCLOSURE

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 10% interest in the company proposed for contract in this Agenda item report are attached in Exhibit B, in accordance with City campaign finance ordinance No. 5744.

ALTERNATIVES

Alternative 1: Authorize Deputy Director of Finance/Purchasing to issue a Purchase Order to Las Colinas Engineering dba Las Colinas Electrical for furnishing & installing a new station battery system, and removal & proper disposal of an existing battery system at the Scholl Substation as recommended herein.

Alternative 2: Reject all the bids received, and authorize the Purchasing Division to solicit new bids.

Alternative 3: Consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

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Reviewed by:

Michele Flynn, Director of Finance

Michael J. Garcia, City Attorney

Approved by:

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

EXHIBITS / ATTACHMENTS

Exhibit A: RFQ No. 403416 and Amendment No. 1

Exhibit B: Campaign Disclosure Form