



Staff Report

File #: 24-0395

**REQUEST FOR CITY COUNCIL AND
CORONA UTILITY AUTHORITY ACTION**

DATE: 05/15/2024

TO: Honorable Mayor and City Council Members
Honorable President and Board Members

FROM: Utilities Department

SUBJECT:

APPROVAL OF MAINTENANCE/GENERAL SERVICES AGREEMENTS FOR ELECTRICAL INSTALLATION AND MAINTENANCE REPAIR SERVICES TO BAKER ELECTRIC, INC, BHELECTRIC, INC., BIG SKY ELECTRIC, INC., CENTER ELECTRIC, INC, MCDONALD ELECTRIC, INC. AND WESTERN CONSTRUCTION SPECIALISTS, INC

EXECUTIVE SUMMARY:

This staff report asks the City Council to approve Maintenance/General Services Agreements with various contractors for electrical installation and maintenance repair services. The Utilities Department oversees and manages all electrical installation and maintenance repair services for the City's Water, Water Reclamation, Reclaimed Water and Electric Facilities. This award will allow the Utilities Department to have multiple contractors available for various types of electrical work, including medium to high voltage, low voltage, and metering services.

RECOMMENDED ACTION:

That the City Council:

- a. Award Request for Proposals 24-050SB for Utilities Department Electrical Installation and Maintenance Repair Services to the following contractors for the following amounts annually: Baker Electric Inc. for \$650,000, Bhelectric, Inc. for \$650,000, Big Sky Electric, Inc. for \$650,000, Center Electric Services, Inc. for \$650,000, McDonald Electric, Inc. for \$650,000, and Western Construction Specialists, Inc. for \$1,000,000, and waive any and all minor irregularities in the bidding documents as submitted by said bidder.
- b. Authorize the City Manager, or his designee, to execute Maintenance and General Service Agreements with Baker Electric, Inc. for \$650,000, Bhelectric, Inc. for \$650,000, Big Sky Electric, Inc. for \$650,000, Center Electric Services, Inc. for \$650,000, McDonald Electric, Inc.

for \$650,000, and Western Construction Specialists, Inc. for \$1,000,000 each per fiscal year, with initial award period of July 1, 2024 through June 30, 2026, and two (2) two-year extensions thereafter as needed.

- c. Authorize the City Manager, or his designee, to negotiate and execute non-substantive changes, extensions, change orders, purchase orders, and amendments up to the amount authorized in Corona Municipal Code [Section 3.08.060\(J\)](#), which is equivalent to the lesser of 10% or \$100,000.

That the Corona Utility Authority review, ratify, and to the extent necessary, direct that the City Council take the above actions.

BACKGROUND & HISTORY:

The Utilities Department (UD) is responsible for overseeing and managing all electrical installation and maintenance repair services for the City's Water, Water Reclamation, Reclaimed Water, and Electric Facilities, including 31 miles of underground distribution lines that provide power to City of Corona customers. UD utilizes electrical contractors to perform many types of electrical services, including low-voltage, medium-to-high-voltage, and metering work. UD's electrical contractors are required to respond quickly to any urgent callouts or outages.

Typical low voltage services include but are not limited to electrical repairs, alterations, and preventive maintenance under 600 Volts, lighting work, circuit breaker and fuse replacement, conduit repair and installation, motors, starters, variable frequency drives, and standby power generation.

Medium to high voltage services include, but are not limited to, equipment repair, preventive maintenance, equipment installation over 600 Volts (includes transformers, control cabinets, switch gears, etc.), above and below ground electrical distribution, temporary construction power facilities, outage response, coordination with Southern California Edison and engineering/design services.

Electric Meter services include removing and repairing electric meters, meter testing, meter replacement, meter programming, and meter turn on/turn offs.

UD requires various contractors of different disciplines to fulfill the needs of all divisions. It is important that UD has backup electrical contractors available for emergency or urgent situations.

ANALYSIS:

On January 18, 2024, the City issued Request for Proposals (RFP) 24-050SB, titled for Utilities Department Electrical Installation and Maintenance Repair Services. The RFP was advertised on the Planet Bids website. The City solicited 971 contractors, with six contractors submitting proposals by the submission date of 5:00 PM on February 27, 2024.

The following addendums were issued:

- Addendum 1: Addressed vendor questions, updated meter services work hours/response times, and updated minimum qualifications.
- Addendum 2: Clarified that contractors may select one or more disciplines.
- Addendum 3: RFP due date extended to February 27th at 5:00 pm.

The evaluation of the proposals was based on four essential criteria: Work Plan/Work Organization, Qualifications of Company and Personnel, Approach to Safety Measures, and Reasonableness of Cost and Price.

Center Electric Services obtained the highest score for low-voltage work. Western Construction Specialists obtained the highest score for medium to high-voltage work. Western Construction Specialists was the only contractor to bid on meter services.

UD believes all six contractors are qualified to conduct electrical installation and maintenance repair services. UD recommends awarding contracts for low voltage services only to Center Electric Services, Inc. for \$650,000 annually, BHelectric, Inc. for \$650,000 annually, Big Sky Electric, Inc. for \$650,000 annually, and McDonald Electric, Inc. for \$650,000 annually.

UD recommends awarding a contract to Baker Electric, Inc. for \$650,000 annually for both low-voltage and medium to high-voltage services.

UD recommends awarding Western Construction Specialists, Inc. a contract for \$1,000,000 annually for low voltage, medium to high voltage, and electric metering services.

Awarding to all six contractors will ensure that all disciplines of electrical installation and maintenance repair services are covered and contractors are available for backup in case of an emergency or increased workload. UD recommends awarding contracts through June 30, 2026, with two (2) two-year extensions available thereafter as needed.

FINANCIAL IMPACT:

Funding for the recommended actions has been included in the Proposed Fiscal Year 2025 Utilities Department's operating and capital improvement project budgets. Funding in future years will be recommended through the annual budget process.

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action is to approve a MGSA with various contractors for electrical installation and maintenance repair services and there is no possibility that approving the agreements will have a significant effect on the environment. Therefore, no environmental analysis is required.

PREPARED BY: ERIN KUNKLE, ELECTRIC UTILITY MANAGER

REVIEWED BY: TOM MOODY, DIRECTOR OF UTILITIES

Attachments:

1. Exhibit 1 - RFP 24-050SB Ranking Summary
2. Exhibit 2 - RFP 24-050SB Electrical Installation and Maintenance Repair Services Packet
3. Exhibit 3 - Baker Electric, Inc. MGSA
4. Exhibit 4 - BHelectric, Inc. MGSA
5. Exhibit 5 - Big Sky Electric, Inc. MGSA
6. Exhibit 6 - Center Electric Services, Inc. MGSA
7. Exhibit 7 - McDonald Electric, Inc. MGSA
8. Exhibit 8 - Western Construction Specialists, Inc. MGSA