



Agenda Report

File #: 18-2107

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

DATE: 9/19/2018

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

FROM: Department of Water and Power
Maintenance Services

SUBJECT:
City Council and Corona Utility Authority consideration to award RFP 18-007SB to various contractors for electrical installation and maintenance repair services.

RECOMMENDED ACTION:

That the:

1. City Council award Request for Proposals (RFP) 18-007SB, titled Various Electrical Installation and Maintenance Repair Services to the following contractors in the total fiscal year compensation amounts: ACM Lighting Services for \$280,000, Andrews Electric Company for \$250,000, BPSI Construction and Maintenance for \$650,000, Baker Electric, Inc. for \$1,030,000, BHElectric, Inc. for \$680,000, Center Electric Services, Inc. for \$650,000, McDonald Electric, Inc. for \$650,000 and Pacific Utility Installation, Inc. for \$1,025,000 pursuant to Corona Municipal Code (CMC) 3.08.060(H) based upon the findings noted in this report.
2. City Council authorize the General Manager to execute Maintenance/General Services Agreements (MGSA) with ACM Lighting Services for \$280,000, Andrews Electric Company for \$250,000, BPSI Construction and Maintenance for \$650,000, Baker Electric, Inc. for \$1,030,000, BHElectric, Inc. for \$680,000, Center Electric Services, Inc. for \$650,000, McDonald Electric, Inc. for \$650,000 and Pacific Utility Installation, Inc. for \$1,025,000 each per fiscal year, with initial award period of September 19, 2018 through June 30, 2020, and two (2) two-year extensions.

3. City Council authorize the Purchasing Agent to issue purchase orders to the contractors in the corresponding amounts, ACM Lighting Services for \$280,000, Andrews Electric Company for \$250,000, BPSI Construction and Maintenance for \$650,000, Baker Electric, Inc. for \$1,030,000, BHElectric, Inc. for \$680,000, Center Electric Services, Inc. for \$650,000, McDonald Electric, Inc. for \$650,000 and Pacific Utility Installation, Inc. for \$1,025,000.
4. City Council authorize the General Manager and City Attorney or their designees to negotiate and execute non-substantive extensions, change orders and amendments up to the amount provided by Corona Municipal Code Section 3.08.060(J) and/or amendments to the agreements through June 30, 2024 pursuant to Ordinance No. 2790.
5. Corona Utility Authority review, ratify, and to the extent necessary, direct that the City Council take the above actions.

ANALYSIS:

The City of Corona Purchasing Division solicited proposals from qualified, licensed contractors for “as-needed” electrical maintenance repair services. The Department of Water and Power and Maintenance Services Department will be overseeing each call-out project.

On May 2, 2018, the City issued RFP 18-007SB, titled “Various Electrical Installation and Maintenance Repair Services.” The RFP was advertised in the Sentinel Weekly News on May 4, 2018 and posted on the City’s website. The City solicited seventeen (17) contractors known to provide such services with nine (9) contractors submitting proposals by the submission date of May 21, 2018.

In order to select multiple contractors to complete the City’s electrical maintenance and repair service needs, the Purchasing Division conducted the competitive process by means of an RFP, as allowed by CMC Section 3.08.060(H). Staff believes that the RFP conducted for these services is in the best interests of the City because of the vital importance to maintain readily available electrical maintenance service providers. Specifically, an RFP allows staff to evaluate potential contractors on additional criteria other than their bid amount, such as their staffing levels, performance with similar municipal agencies, and their safety history.

The evaluation of the proposals was based on four essential criteria: 1. Work Plan/Work Organization; 2. Qualifications of Company and Personnel; 3. Approach to Safety Measures; and 4. Cost Proposal. Baker Electric, Inc. was evaluated and deemed the highest scoring contractor for the Sports Field Lamp and Lighting Replacement Services and General Electrical Services (Less than 600 Volts). Pacific Utility Installation, Inc. was the highest scoring contractor for General Electrical Services (Med/High Voltage [600 + Volts] / Line Work) and Electric Meter Services. The evaluation summary of all the proposals received are presented in the attached supporting document titled; “Ranking of Proposers for RFP 18-007SB.”

The City of Corona Department of Water and Power is responsible for overseeing all of the City’s Water, Water Reclamation, Reclaimed Water and Electric Facilities’ electrical maintenance and repairs. This includes the maintenance of the electrical components for the City’s water, water reclamation, reclaimed water and electrical utility locations for services such as SCADA, VFD replacement, infrared scanning, preventive maintenance service orders, wiring of replacement equipment, troubleshooting, and onsite startup support. In addition, the Maintenance Services

Department is responsible for overseeing the City's Non-Utility Facilities' electrical maintenance and repairs. This would include the City Hall building, Public Safety Communications, Library and Parks. The electrical services for the Maintenance Services Department include installation of new outlets, repairing lighting wiring, replacing street lamps, rewiring street lamps as needed, repair and maintenance work on ballfield lighting, and lighting checks at City facilities. Both DWP and Maintenance Services Department utilize electrical vendors in case of emergencies or urgent call-outs for the City's facilities.

This RFP award will allow the Maintenance Services Department and the Department of Water and Power to award multiple contractors agreements for annual electrical installation and maintenance repair services that are provided on an "as needed" basis for repairs locations throughout the City.

The Maintenance Services Department and the Department of Water and Power oversee and manage all the minor electrical repairs and/or maintenance of the City Utilities, park ballfield lighting, and City buildings.

Major rehabilitation and construction of electrical facilities is handled by the Capital Improvement Projects Section of Public Works and is not part of this solicitation.

COMMITTEE ACTION:

Not applicable.

STRATEGIC PLAN:

Not applicable.

FISCAL IMPACT:

Funding for the recommended action has been included in the DWP and Maintenance Services Department operating and capital improvement project budgets for FY 2018-19.

ENVIRONMENTAL ANALYSIS:

No environmental review is required because the proposed action is not a project governed by the California Environmental Quality Act.

PREPARED BY: TOM MOODY, GENERAL MANAGER

REVIEWED BY: CITA LONGSWORTH, PURCHASING MANAGER

REVIEWED BY: KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

REVIEWED BY: MICHELE NISSEN, ASSISTANT CITY MANAGER

SUBMITTED BY: DARRELL TALBERT, CITY MANAGER & EXECUTIVE DIRECTOR

Attachments:

- Corona Municipal Code Reference Document
- RFP 18-007SB Ranking Summary

-RFP 18-007SB Electrical Installation and Maintenance Repair Services Packet

-RFP Proposals from:

- ACM Lighting Services
- Andrews Electric Company
- BPSI Construction and Maintenance
- Baker Electric, Inc.
- BHElectric, Inc.
- Center Electric Services, Inc.
- McDonald Electric, Inc.
- Pacific Utility Installation, Inc.
- Hampton Tedder Electric Co., Inc.

-Maintenance/General Service Agreements with:

- ACM Lighting Services
- Andrews Electric Company
- BPSI Construction and Maintenance
- Baker Electric, Inc.
- BHElectric, Inc.
- Center Electric Services, Inc.
- McDonald Electric, Inc.
- Pacific Utility Installation, Inc.