

Meeting Date: 10/21/2014

Report Type: Consent

Report ID: 2014-00707

Title: Agreement: Carollo Engineers, Inc. for Electrical Studies of Department of Utilities Facilities

Location: Citywide

Recommendation: Pass a Resolution 1) authorizing the City Manager or the City Manager's designee to execute a professional services agreement with Carollo Engineers, Inc. for the Electrical Studies of DOU Facilities in an amount not-to-exceed \$218,751; and 2) authorizing budget transfers to fund the agreement.

Contact: Bill Busath, Interim Director, (916) 808-1434; Dave Hansen, Supervising Engineer, (916) 808-1421, Department of Utilities

Presenter: None

Department: Department Of Utilities

Division: Electrical & Instrumentation

Dept ID: 14001361

Attachments:

1-Description/Analysis

2-Background

3-Resolution

City Attorney Review

Approved as to Form

Joe Robinson

10/15/2014 5:53:25 PM

Approvals/Acknowledgements

Department Director or Designee: Bill Busath - 10/1/2014 5:35:54 PM

Description/Analysis

Issue Detail: Approval of a professional services agreement with Carollo Engineers, Inc. is recommended to provide electrical studies for 34 Department of Utilities (DOU) facilities. These services are necessary to help the City meet current Occupational Safety & Health Administration (OSHA) and National Electric Code (NEC) requirements for electrical workplace safety.

Policy Considerations: City Council approval is required for agreements in an amount of \$100,000 or more.

Economic Impacts: None

Environmental Considerations: Performing electrical studies is exempt from the requirements of the California Environmental Quality Act (CEQA). The action involves electrical studies of existing facilities to help the City meet the OSHA and NEC requirements for electrical workplace safety and is a continuing administrative and maintenance activity. See CEQA Guidelines Section 15378(b)(2).

Sustainability: Not Applicable

Commission/Committee Action: Not Applicable

Rationale for Recommendation: A Request for Proposals (RFP) was advertised in June of 2014. The City received proposals from Carollo Engineers, Inc., KSG Consulting Engineers, Inc., Tesco Controls, Inc., Interface Engineering, and AVO Training Institute, Inc. Out of these five proposals Carollo Engineers, Inc. was selected as the top-ranked firm to provide these services. The proposed work plan, past performance, and the experience of its proposed team members, distinguished Carollo’s proposal from other firms.

Financial Considerations: The proposed professional services agreement is for a not-to-exceed amount of \$218,752. As this project will complete electrical studies for storm drainage (Fund 6011), wastewater (Fund 6320), and water (Fund 6005) facilities, the cost for this project will be split between the three funds in the amounts of \$133,507, \$56,810 and \$28,435 respectively. There is currently \$84,810 in the Facility Electrical Rehabilitation Program (X14131500) and the Arc Flash Hazard Analysis (X1413505) funds for this purpose.

Fund	Project	Project Name	Amount
6011	X14131505	Arc Flash Hazard Analysis	\$ 28,000
6320	X14131500	Facility Electrical Rehabilitation Program	\$ 16,810
6320	X14131505	Arc Flash Hazard Analysis	\$ 40,000
Total Existing Funding			\$ 84,810

To complete the funding, the following transfers are requested from existing projects:

Fund	Project	Project Name	Credit	Debit
6011	W14130800	Drainage Plant Regulatory Improvements Program		\$ 105,507
6011	X14131500	Facility Electrical Rehabilitation Program	\$ 105,507	
6005	Z14000700	Base CIP Contingency – Water		\$ 28,435
6005	X14131500	Facility Electrical Rehabilitation Program	\$ 28,435	
Total Transfers:			\$ 133,942	\$ 133,942

Total Project Funding	\$ 218,752
------------------------------	-------------------

Local Business Enterprise (LBE): Carollo Engineers, Inc. is a LBE and complies with the City's LBE participation requirement.

Background

The electrical studies are necessary to ensure City staff work in a safe environment by warning them of potential electrical dangers, and to comply with current regulations.

The electrical studies consist of three parts: an arc flash hazard analysis; short circuit study, and; coordination study. The arc flash hazard analysis provides the calculated arc flash energy associated with installed electrical equipment and provides labels used by maintenance personnel in determining the proper protective equipment to wear. The short circuit study will ensure that the existing electrical equipment is rated to handle short circuit currents that can occur during a fault condition at the facility. The coordination study will ensure that the protective devices are coordinated so that if a fault occurs within the facility, the protective device closest to the fault opens and isolates the problem from the rest of the facility.

There are several regulations related to electrical safety. The National Electric Code (NEC) requires electrical equipment to be labeled for potential electric arc flash hazards if it needs servicing or maintenance while energized. The Occupational Safety & Health Administration (OSHA) regulates electrical safety and also requires safety signs to warn employees about electrical hazards. In addition, the National Fire Protection Agency (NFPA) 70E establishes requirements to reduce employee exposure to electrical hazards and is recognized by OSHA.

The Department of Utilities complies with the necessary regulations to ensure safe work practices around electrical equipment.

RESOLUTION NO. XXXX

Adopted by the Sacramento City Council

AUTHORIZING PROFESSIONAL SERVICES AGREEMENT AND BUDGET AMENDMENT FOR THE FACILITY ELECTRICAL REHABILITATION PROGRAM (X14131500)

BACKGROUND

- A. The Department of Utilities (DOU) is recommending approval of a professional services agreement to provide electrical studies for 34 DOU facilities, which will enhance the safety of employees performing electrical work and/or maintenance.
- B. A budget augmentation of \$133,942 is required for the Facility Electrical Rehabilitation Program (X14131500) to fund the proposed agreement.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The City Manager or the City Manager's designee is authorized to execute a professional services agreement with Carollo Engineers, Inc. for the Electrical Studies of DOU Facilities, in an amount not-to-exceed \$218,752.
- Section 2. The City Manager or City Manager's designee is authorized to augment the Facility Electrical Rehabilitation Program (X14131500) budget with the following transfers:
 - a. \$105,507 from the Drainage Plant Regulatory Improvements Program (W14130800), Storm Drainage Fund (Fund 6011).
 - b. \$28,435 from the Base CIP Contingency Water Project (Z14000700) Water Fund (Fund 6005).