



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Award of Contract to Advance Design Consultants, Inc. for Public Safety Facility Emergency Generator Replacement (F19-111)

#### **REPORT IN BRIEF**

Approval is requested to award a contract in the amount not to exceed \$251,880 to Advance Design Consultants, Inc. (ADC) of San Jose for the professional design services of the Public Safety Facility Emergency Generator Replacement. Approval is also requested for a contingency in the amount of \$25,200.

#### **EXISTING POLICY**

Pursuant to Chapter 2.08 of the Sunnyvale Municipal Code, contracts for this type of service are awarded pursuant to a Request for Proposals (RFP) best value process, unless otherwise exempt from the competitive bidding process. Consistent with Section 2.08.060(f) of the Sunnyvale Municipal Code, the purchasing officer shall determine the method of each procurement as in the best interest of the City and may use methods of procurement on an experimental basis, in full compliance with the Sunnyvale Municipal Code. Additionally, City Council approval is required for the procurement of goods and/or services exceeding \$100,000 in any one transaction.

#### **ENVIRONMENTAL REVIEW**

The action being consider does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environmental.

#### **BACKGROUND AND DISCUSSION**

The existing generator systems at the Department of Public Safety (DPS) building at the Civic Center campus are unreliable in the event of an unplanned PG&E outage. The existing generators that service this building have been in service for approximately 34 years and are beyond their lifecycle replacement schedule.

On September 12, 2017, a PG&E power outage caused the backup generators at the DPS building to begin operating to power the building. Eventually, the generators overheated causing a loss of power that placed the 911 Call Center and the Utility Billing Call Center (which handles water and sewer emergencies during regular business hours) temporarily out of service. The Purchasing Officer procured rentals of backup generators through an existing Blanket Purchase Order with Peterson Power Systems, Inc. while the cooling systems on the generators were repaired. Following the repairs, the generators were tested, placed back in service and appear to be in satisfactory working order.

The Department of Public Works (DPW) currently retains the rental generators onsite in the event the existing generators experience a failure or are unable to produce backup power during a PG&E power outage.

DPW contracted with AECOM in 2017 under the Purchasing Officer's authority to perform an Emergency Generator system assessment to evaluate the existing conditions of the system and facility. The assessment study, completed in April 2018, recommended the replacement of the existing generators with two new 250kw generators. Each generator will have its own fuel tank and will be capable of powering the entire building for redundancy. The study included an initial cost estimate for the installation of the two new generators, associated electrical improvement work, removal of the existing underground fuel tank, and temporary backup power during construction. The new addition to the Public Safety building as part of the Civic Center Modernization Project will have its own separate generator and back up systems.

A Request for Proposal (RFP) process was utilized for soliciting proposals from three pre-qualified engineering firms for this project, which included AECOM, DTN Engineers, Inc. (DTN), and Advance Design Consultants, Inc. (ADC). The RFP included the Statement of Work and three optional services:

- Option 1: Additional agreement/permit/certification if needed;
- Option 2: Review record drawing for the building and conduct a circuit study to produce a complete circuit diagram for the building;
- Option 3: Conduct facility analysis and design for an uninterpretable power supply.

Two responsive proposals were received from DTN and ADC on January 23, 2019.

Proposals were reviewed by an evaluation team consisting of Public Works and Public Safety Department staff based on qualifications, experience, project understanding, project approach, and innovation. Staff selected DTN as the highest ranked proposer. Staff then reviewed DTN's proposed scope of work in relation to its high cost proposal and identified charges that would be unnecessary and work that could be streamlined. Staff engaged DTN in multiple discussions of negotiation to which lowered DTN's final proposal to \$513,640, which was significantly higher than the estimated design budget as identified in the assessment report of \$300,000. It was agreed that the City and DTN could not reach an agreement on the price of work for the necessary services.

The RFP allowed for the City to negotiate with the second ranked proposer if negotiations with the highest ranked consultant were not successful.

Staff reviewed ADC's proposed scope of work and engaged in negotiations to confirm that all the required services and requirements were included in its proposal. Staff is confident that ADC will be able to meet all the requirements of the City's scope of work for this project and is recommending award to ADC for the base services, in the amount of \$220,810 and option 1 and 3 in the amount of \$31,070, for a total contract amount of \$251,880. Option 2 for the amount of \$44,320 will not be necessary since part of the building will be remodeled with the Civic Center Modernization project.

### **FISCAL IMPACT**

Funding for this project is available in Project 833750, Public Safety Emergency Generator Replacement Project.

### **Funding Source**

The project is funded by the General Fund.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

### **RECOMMENDATION**

Take the following actions:

- Award a contract in substantially the same form as Attachment 1 to the report in the amount of \$251,880 to Advance Design Consultants, Inc.,
- Authorize the City Manager to execute the contract when all necessary conditions have been met, and
- Approve of a 10% contingency in the amount of \$25,200.

Prepared by: Gregory S. Card, Purchasing Officer  
Reviewed by: Timothy J. Kirby, Director of Finance  
Reviewed by: Chip Taylor, Director of Public Works  
Reviewed by: Teri Silva, Assistant City Manager  
Approved by: Kent Steffens, City Manager

### **ATTACHMENTS**

1. Draft Consultant Services Agreement