



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 4, 2022

FROM: PUBLIC UTILITIES DEPARTMENT WARDS: ALL

SUBJECT: RFP-1890 FOR ENERGY DELIVERY CONSULTANT SERVICES - 13 AMENDMENTS TO MASTER PROFESSIONAL CONSULTANT SERVICES AGREEMENTS FOR CONSULTANT PANEL FOR ONE-YEAR TERM, WITH OPTION TO EXTEND FOR ONE ADDITIONAL ONE-YEAR TERM, IN AN AMOUNT OF \$2,000,000 PER CONSULTANT

ISSUE:

Approval of 13 amendments to the Master Professional Consultant Services Agreement Extensions for the Energy Delivery Consultant Panel from RFP-1890 for Energy Delivery Consultant Services for various Public Utilities Capital projects with a not to exceed total compensation limit of \$2,000,000 per consultant for a one-year term, with option to extend for one additional one-year term.

RECOMMENDATIONS:

That the City Council:

1. Approve 13 amendments to the Master Professional Consultant Services Agreement Extensions for the Energy Delivery Consultant Panel in response to RFP-1890 for Energy Delivery Consultant Services for various Public Utilities Capital projects with a not to exceed total compensation limit of \$2,000,000 per consultant for a one-year term, with option to extend for one additional one-year term; and
2. Authorize the City Manager, or designee, to execute the 13 amendments to Master Professional Consultant Services Agreement Extensions for the Energy Delivery Consultant Panel with each of the consultant firms listed herein including, execute one additional one-year term agreement extensions, making minor non-substantive changes, execute supplemental agreements with each consultant firm listed herein, upon Board of Public Utilities work order approval, and terminate, upon mutual consent, any Master Agreement.

BOARD RECOMMENDATION:

The Board of Public Utilities met on August 22, 2022, and after discussion, voted to recommend that the City Council approve 13 amendments to the Master Professional Consultant Services Agreement Extensions for the Energy Delivery Consultant Panel from RFP-1890 for Energy Delivery Consultant Services for various Public Utilities Capital projects with a compensation limit of \$2,000,000 per consultant for a one-year term, with option to extend for one additional one-year term.

BACKGROUND:

In April 2003, Riverside Public Utilities (RPU) began using a professional services panel of consultants, referred to herein as the Consultant Panel, to provide engineering services for energy delivery projects. The program has yielded competitively bid projects that meet all Purchasing Resolution requirements in a timelier manner than a traditional RFP. The use of the Consultant Panel continues to ensure timely delivery of capital and development projects. The panel provides contract engineering support for energy delivery projects. By utilizing the panel, RPU can quickly bring in additional resources when needed and ensures that there is always a qualified team available to respond to any situation.

The Consultant Panel provides a ready list of firms with negotiated rates to draw upon for projects that require professional services. When outside services are needed, engineering staff prepares the project scope of work. Staff then requests proposals from the consultants that are qualified in the particular category to provide a bid for the services needed. Staff evaluates the responses to the RFP and selects the best qualified proposal, timeline, and cost for such work, in accordance with City policies for the selection of consultants. A supplemental agreement is then developed and goes before the Board of Public Utilities for work order approval and recommendation to City Council for approval of supplemental agreement in excess of \$50,000.

The use of the panel has already proven to be successful and has allowed RPU to maintain electric reliability during some of the most challenging times.

DISCUSSION:

On July 22, 2019, the Board of Public Utilities, approved 15 Master Professional Consultant Services Agreements for the Energy Delivery Consultant Panel in response to RFP-1890 for Energy Delivery Consultant Services for various Public Utilities Capital projects with a cumulative compensation limit of \$2,000,000 per consultant for a three-year contract term, with options to extend for two additional one-year terms. For the past three years, staff have successfully utilized the current consultant panel to assist in the design of new capital improvement and developer driven projects. The existing Energy Delivery Consultant Panel's Master Agreements expired on June 30, 2022.

Each consultant master agreement will be for a one-year contract term extension with a maximum cumulative compensation of \$2,000,000 per consultant. The consultants currently active in providing services will continue the work under the existing agreement terms until that scope of work is completed and accepted. The current 13 Consultants are summarized in the table below:

Consultants	City Location
GL Power Solutions, Inc. DNV GL	Dallas, TX
NV5, Inc.	San Diego, CA
HDR, Inc.	Irvine, CA
TRC Solution	Irvine, CA
Stantec Consulting Services, Inc.	Pasadena, CA
Geo Mat Testing Laboratories	Riverside, CA
Ninyo & Moore	Fontana, CA
Power Engineers	San Diego, CA
Power Tech Engineers	Walnut, CA

EPS Engineering & Design *	San Diego, CA
ENGEO	Irvine, CA
ECORP Consulting	Redlands, CA
Terracon Consultants	Colton, CA
Tetra Tech **	Denver, CO
Geo Tek	Corona, CA
* Consultant non-responsive to amendment to Master Agreement Terms and Conditions.	
** Consultant declined amendment to Master Agreement	

The consultants signed Master Agreements that have been approved as to form by the City Attorney's Office. EPS Engineering & Design forfeited their California State license and thus is not part of the Consultant Panel, and Tetra Tech declined the one-year term extension. Each agreement is the same for each firm. As noted, the amendment term of the Master Agreement will be for a one-year extension upon execution with options to extend for one additional one-year term.

The process for assignment of work under the master agreements is as follows:

1. Staff identifies particular work to be performed and issues a Request for Proposals (RFP) to the Energy Delivery Consultant Panel, based on whether a panel member is qualified to perform the particular work.
2. Staff evaluates the responses to the RFP and selects the best qualified proposal, timeline, and cost for such work, in accordance with City policies for the selection of consultant(s).
3. A supplemental agreement is then developed and goes before the Board of Public Utilities for work order approval. If the proposed work is in excess of \$50,000, staff seeks Board recommendation to City Council for approval of Professional Service Agreement.
4. Staff seeks approval from the City Council for the amount of the expenditure and approval of Professional Service Agreement in compliance with Purchasing Resolution No. 23812.
5. The City Manager, based upon the authority delegated in this action consistent with Recommendation 2 above and the selected consultant, executes a supplemental agreement for such work.

Staff discloses in monthly reports to the Board of Public Utilities the project costs awarded and expended to each vendor to ensure compliance with the program limits set forth.

The Purchasing Manager concurs that the recommended actions are in compliance with Purchasing Resolution No. 23812. Other departments within the city follow the same process for master agreements for consultant panels.

STRATEGIC PLAN ALIGNMENT:

This item contributes to **Strategic Priority No. 6 Infrastructure, Mobility & Connectivity** and **Goal 6.2** – Maintain, protect, and improve assets and infrastructure within the City’s built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Energy Delivery Projects are vital functions of Riverside Public Utilities to maintain both the safety and reliability of the electric grid which help build community trust and result in the greater public good.
2. **Equity** – The City endeavors to provide safe and reliable municipal utility services to all its customers. Work to be performed is based on engineering planning and operational criteria, with equitable distribution of services to ensure every member of the community has equal access to share the benefits of community progress.
3. **Fiscal Responsibility** – This item represents fiscal responsibility through the selection of the lowest project proposal, providing optimal project efficiency, and effectively utilizing funding for future projects.
4. **Innovation** – RPU is committed to identifying creative solutions to meet the needs of our community members, effectively and efficiently by providing innovative infrastructure improvements using the Consultant Panel.
5. **Sustainability & Resiliency** – The Consultant Panel will help RPU prepare for the goals set by the City to achieve carbon neutrality by 2040, meet the communities' changing needs, and ensure that new system upgrades provide grid operators the ability to monitor and respond to system disturbances in a more safe and timely manner.

FISCAL IMPACT:

The Consultant Panel term began on July 1, 2019, and ended June 30, 2022, during the three years only four projects were approved for a total of \$354,723. There is no fiscal impact for the two one-year extensions at this time as no individual projects have yet been awarded since the last term ended. Projects will be awarded to Energy Delivery Consultant Panel firms on a project-by-project basis and funded through in the Electric Fund, in various Electric Capital Project accounts, Division 6130100. Projects and associated work orders which include consulting services will require Board approval. If the proposed work is in excess of \$50,000, staff seeks Board recommendation to City Council for approval. The total cumulative agreement amount for any one firm will not exceed \$2,000,000 for the term of the Master Professional Service Agreement and is subject to the availability of budgeted funds.

Prepared by: Todd M. Corbin, Utilities General Manager
Certified as to availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/City Treasurer
Approved by: Kris Martinez, Assistant City Manager
Approved as to form: Phaedra A. Norton, City Attorney

Attachments:

1. July 22, 2019, Consultant Panel Board Report
2. Vendor Categories List
3. RFP 1890 Award Recommendation
4. Amendment to Master Professional Consultant Services Agreements with Geo Mat

Testing Laboratories, Inc.

5. Amendment to Master Professional Consultant Services Agreements with HDR Engineering, Inc.
6. Amendment to Master Professional Consultant Services Agreements with Ninyo & Moore Geotechnical & Environmental Sciences Consultants
7. Amendment to Master Professional Consultant Services Agreements with NV5, Inc.
8. Amendment to Master Professional Consultant Services Agreements with Power Engineers, Inc.
9. Amendment to Master Professional Consultant Services Agreements with Power-Tech Engineers, Inc.
10. Amendment to Master Professional Consultant Services Agreements with Stantec Consulting Services, Inc.
11. Amendment to Master Professional Consultant Services Agreements with TRC Solutions, Inc.
12. Amendment to Master Professional Consultant Services Agreements with Ecorp Consulting, Inc.
13. Amendment to Master Professional Consultant Services Agreements with Engeo Inc.
14. Amendment to Master Professional Consultant Services Agreements with Geotek, Inc.
15. Amendment to Master Professional Consultant Services Agreements with Terracon Consultants, Inc.
16. Amendment to Master Professional Consultant Services Agreements with DNV Energy USA, Inc.
17. August 22, 2022, Board Report Recommendation to Council
18. Presentation