



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JULY 26, 2016**

FROM: GENERAL SERVICES DEPARTMENT **WARD: 4**

SUBJECT: AWARD RFP 1601 TO CHAMPION ELECTRIC, INC. FOR A DESIGN-BUILD AGREEMENT FOR AN EMERGENCY BACK-UP GENERATOR AND TRANSFER SWITCH AT THE RIVERSIDE CORPORATION YARD IN THE AMOUNT OF \$148,500 AND CHANGE ORDER AUTHORITY OF 15% OR \$22,275

ISSUE:

Award Request for Proposals (RFP) 1601 for a Design-Build Agreement with Champion Electric Inc. for the design, installation, construction and associated improvements for an emergency back-up generator and transfer switch at the Corporation Yard in the amount of \$148,500 and a change order authority of 15% or \$22,275.

RECOMMENDATIONS:

That the City Council:

1. Award a Design-Build Agreement to Champion Electric Inc., Riverside, California, in an amount not to exceed \$148,500 for design, installation, construction and associated improvements for an emergency back-up generator and transfer switch at Building "A" pursuant to RFP 1601;
2. Authorize change orders in an amount not to exceed \$22,275, or 15%, of the Design-Build Agreement for construction changes including, but not limited to, owner requested changes, unforeseen conditions and design improvements;
3. Authorize the City Manager, or his designee, to execute the Design-Build Agreement including any minor, non-substantive changes, and sign all documents necessary for the transaction.

BACKGROUND:

The Parks, Recreation and Community Services (PRCS) Special Transportation division provides dial-a-ride services to senior citizens and persons with disabilities in the City of Riverside. The Special Transportation administration offices and dispatch center are located in Building "A" of the Corporation Yard. In addition to the PRCS Special Transportation Program, Building "A" houses Public Works Street Services – Signal Maintenance Shop and the data room which serves the Corporation Yard fuel island card readers and related equipment.

This facility does not currently have emergency back-up power. In the event of a power outage, an emergency generator will allow Special Transportation to remain in contact with dispatched vehicles, continue communications with customers, enable the Signal Maintenance Shop to continue functioning and maintain internet connectivity with the Corporation Yard fuel island card readers.

DISCUSSION:

On March 2, 2016, RFP 1601 was issued for the design, installation, construction and associated improvements for an emergency back-up generator and transfer switch. The City received four proposals from experienced companies and they were reviewed and evaluated by representatives from the PRCS and General Services Departments. Champion Electric Inc. of Riverside, California was selected as the most qualified contractor to meet the objectives set forth in the RFP and provide the best value for the City. Champion Electric Inc. is very qualified for this work, has worked as a contractor for numerous jobs to the satisfaction of City staff and are the lowest responsive bidder.

FISCAL IMPACT:

Sufficient grant funds are available in the following Special Transportation accounts for this Design-Build project:

JL Key	JL Object	Amount
9406856342	44022000	\$ 12,832
9407256342	44022000	\$ 32,583
9407356342	44022000	\$ 28,475
9407656342	44022000	\$ 48,580
9407956342	44022000	\$ 26,030
Total		\$148,500

Prepared by: Carl Carey, General Services Director
Availability of fund: Scott G. Miller, Interim Finance Director/Treasurer
Approved by: Marianna Marysheva-Martinez, Assistant City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Design-Build Agreement
2. Site Plan