


Staff Report

for the Regular Meeting of the Board of Directors, January 11, 2017

TO: Honorable Board of Directors

FROM: Keane Sommers, P.E., Hydroelectric Manager 

DATE: January 3, 2017

SUBJECT: Hydroelectric Department Electrical Engineering Consulting Services

HYDROELECTRIC

RECOMMENDATION:

Award a contract to IEC Corporation for electrical engineering support services in the amount of \$250,000 and authorize the General Manager to execute the necessary documents.

BACKGROUND:

Following the transition away from the Pacific Gas & Electric (PG&E) Partnership Agreement in 2013 the Hydroelectric Department was no longer able to use PG&E engineers to support the Department. This resulted in a critical gap in the ability to oversee and evaluate electrical work by contractors and consultants and to provide guidance to staff.

Currently the Department uses a variety of electrical engineers to complete individual projects with project management support on capital projects from the engineers in the District's Engineering Department. Although effective from the standpoint of completing large projects, this approach has resulted in a lack of a programmatic approach to capital improvements, slower repairs to operational problems that arise, difficulty in specifying standard equipment, a significant workload increase in the Engineering Department, and little-to-no in house ability to critique consultant designs.

In an effort to address the issues above a Request for Proposals (RFP) was widely distributed to Electrical Engineering consultants on October 12, 2016. The RFP sought the services of a Registered Professional Electrical Engineer to support the District. The engineer will report to Hydroelectric Headquarters at least two days

per week and be available for phone calls and emails the remaining time. The engineer will provide expertise and design services while representing the District in a manner similar to an employee of the District. The Engineering Department will continue to provide project management support to the Hydroelectric Department for capital projects; however, this contract should help lessen the workload.

The RFP was sent to 17 different individuals/firms. Those receiving the RFP were asked to forward it to others they felt were qualified to complete the work. Four firms submitted a proposal by the deadline of November 30, 2016. Staff from the Engineering and Hydroelectric Departments reviewed the proposals and two firms were selected for interviews. Following interviews the IEC Corporation was selected as the firm that provided the best value to the District.

BUDGETARY IMPACT:

The FY2017 Hydroelectric Department Budget includes \$250,000 for Electrical Engineering Support Services. The contract being awarded is structured such that it cannot exceed \$250,000 unless approved by the District. Costs under the contract will be paid on an hourly basis.