



## Staff Report

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Honorable Mayor and Members of the Hermosa Beach City Council  
Regular Meeting of February 28, 2023

**AWARD OF CONSTRUCTION CONTRACT FOR CIP 617  
CIVIC CENTER CHARGING STATIONS**  
(Environmental Programs Manager Douglas Krauss)

**Recommended Action:**

Staff recommends City Council:

1. Award the construction contract for CIP 617 Civic Center Charging Stations in the amount of \$65,732.76 to TurnOnGreen, Inc. **(Attachment 4)**;
2. Authorize the Public Works Director to establish a project contingency of \$10,000.00;
3. Adopt the attached resolution entitled "A Resolution of the City Council of the City of Hermosa Beach Approving the Construction of CIP 617 Civic Center Charging Stations Pursuant to Government Code Section 830.6 and Establishing a Project Payment Account" **(Attachment 5)**;
4. Authorize the City Manager to execute the contract and the City Clerk to attest, subject to approval by the City Attorney; and
5. Authorize the Director of Public Works to file a Notice of Completion following final completion of the project.

**Executive Summary:**

CIP 617 Civic Center Charging Stations provides for the installation of 20 electric vehicle (EV) charging stations on Bard Street including procurement and installation of eight dual-port EV chargers and four single-port chargers, all necessary equipment, a five-year operation and maintenance service, and networking software. The installation is in conjunction with Southern California Edison's (SCE) Charge Ready program, which will fund all the necessary infrastructure for the project. Staff received construction bids for the project and recommends City Council approval to award a construction contract to the lowest responsible bidder, TurnOnGreen, Inc.

**Background:**

The City of Hermosa Beach has a history of strong promotion of EV charging. The City currently has 35 publicly-accessible EV chargers and 6 chargers for City fleet only. The City has also adopted a Clean Fleet Policy with the goal of achieving the "lowest emission, cost-effective and most practical vehicle replacements without compromising the quality of critical City services." **(Attachment 1)**.

In response the growing number of electric vehicles in the City's fleet, and especially larger numbers of electric police department vehicles, City Council approved \$100,000 in the FY 2022-2023 budget for CIP 617 to install EV chargers on Bard Street, behind City Hall and the Police Department.

Given that the existing electrical infrastructure was not adequate for additional EV chargers, staff applied for and was successful in securing funding through SCE's Charge Ready program. The City previously partnered with SCE on a Charge Ready installation for 10 chargers in the City Hall Self-Storage lot in 2016. Through the Charge Ready program, SCE will design, engineer, and install all necessary electrical infrastructure to support the proposed 20 chargers. This will include a new transformer, all necessary conduit, and labor necessary to allow for installation of EV chargers. Per program guidelines, the City is responsible for procuring and installing the EV chargers.

Staff developed the necessary bid documents to advertise for qualified companies to procure and install the chargers. This includes a five-year operations and maintenance program and all necessary networking software and support to satisfy the Charge Ready program requirements.

On February 3, 2023, the project was advertised in the Daily Breeze, via the City Website, and posted on Planet Bids, the City's online bidding platform.

### ***Past Council Actions***

Meeting Date	Description
October 13, 2016	City Council Approved Charge Ready installation at City Hall

### **Analysis:**

On February 13, 2023, two bids were received and opened. A review of the bids revealed only one timely and responsive bid from TurnOnGreen, Inc in the amount of \$57,732.76 (**Attachment 2**). A second bidder was unsuccessful in providing complete bid documents through the Planet Bids software by the stated deadline and instead transmitted them after the fact via email. Due to the tardiness of the submittal, the second bid in the amount of \$169,200 was rejected.

Staff reviewed the remaining bid and found the apparent low bidder, TurnOnGreen's bid documents to be complete and accurate with the exception of one minor discrepancy. The bidder only included the first year of operations and maintenance service in the cost, although the request for proposals required five years. Staff requested a revised cost proposal from TurnOnGreen and the correct services and costs are included in the final submittal (**Attachment 3**). The correction increased the original bid amount from \$57,732.76 to \$65,732.76. If approved, the proposed bid price of \$65,732.76 and the \$10,000 project contingency would be funded through previously established CIP 617 for which \$100,000 was appropriated.

Installation of the chargers would take place after SCE completes the necessary electrical infrastructure upgrades which is estimated for Summer 2023. Staff is working with SCE to finalize

designs for the project and determine a more precise construction timeline.

**General Plan Consistency:**

This report and associated recommendations have been evaluated for their consistency with the City's General Plan. Relevant policies are listed below:

*Mobility Element*

**Goal 5. A Robust low cost and low carbon transportation system that promotes the City's environmental sustainability and stewardship goals in support of social and economic objectives.**

Policy

- **5.1 Prioritize development of infrastructure.** Prioritize the development of roadway and parking infrastructure that encourages private electric and other low carbon vehicle ownership and use throughout the city.

*Sustainability + Conservation Element*

**Goal 2. Hermosa Beach is a low-carbon community meeting State greenhouse gas reduction goals by 2040.**

Policies

- **2.7 Emerging technologies.** Regularly evaluate new and emerging technology changes that can help to reduce greenhouse gas emissions and encourage the use of such technology when it is demonstrated to be effective at reducing greenhouse gas emissions and a fiscally responsible investment.
- **3.5 Clean fuels.** Support increased local access to cleaner fuels and cleaner energy by encouraging fueling stations that provide cleaner fuels and energy to the community.

**Fiscal Impact:**

The City has sufficient funds allocated in the Capital Improvement Project (CIP) 617 to cover the proposed agreement. \$55,732.76 of the proposed bid cost of \$65,732.76 and the project contingency of \$10,000 would be funded from the CIP 617-Civic Center Charging Stations. Annual operation and maintenance costs are included in the bid cost. These costs would be \$2,000 annually and would be funded from the Equipment Services division in the Equipment Replacement Fund starting with the FY 2023-24 Budget. The SCE Charge Ready program will fund all required infrastructure improvements.

Item	Amount
Construction Cost	\$65,732.76
Contingency	\$10,000
<b>Total Construction Contract Cost</b>	<b>\$75,732.76</b>

The requested contract contingency is included to cover any unknown or unforeseen conditions associated with the construction of the project.

**Attachments:**

1. Clean Fleet Purchasing Policy
2. BID Summary Log
3. TurnOnGreen, Inc. Bid Documents
4. Draft Agreement
5. Draft Resolution
6. Link to October 13, 2016 City Council Staff Report

**Respectfully Submitted by:** Doug Krauss, Environmental Programs Manager

**Noted for Fiscal Impact:** Viki Copeland, Finance Director

**Legal Review:** Pat Donegan, City Attorney

**Approved:** Suja Lowenthal, City Manager