



Staff Report

Date: June 7, 2016

To: City Council

From: Valerie J. Barone, City Manager

Reviewed by: Victoria Walker, Director of Community and Economic Development

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Subject: Consider approval of a budget transfer in the amount of \$34,000 for the Local Government Electric Vehicle (EV) Fleet Project, Project No. 2193 (General Fund)

Report in Brief

In December 2010, the City of Concord partnered with eight other local jurisdictions via a Memorandum of Understanding and, on April 16, 2014, was awarded \$280,000 as part of a larger \$2.8 million grant toward the Local Government Electric Vehicle Fleet Project that was offered as part of the Metropolitan Transportation Commission's Climate Initiatives Program. Concord's portion of the grant was used toward the purchase of ten electric vehicles which were received by the City in 2015 and 2016. Each local jurisdiction has the responsibility of purchasing and installing the needed charging stations as part of its local match for the project.

Concord's local match for this grant was \$180,000. Of that amount, \$70,000 was used toward the purchase of the electric vehicles and \$110,000 was allocated in the project budget to be used to purchase and install five dual port charging stations.

The previous Memorandum of Understanding executed by the City in 2010 gave the County of Alameda General Services Agency the overall responsibility of soliciting bids and awarding the contracts for these charging stations. The resulting bid outcome was higher than what had been projected in 2010 when the project was created. Consequently, an additional \$34,000 of funding from the City will be required to fully fund the project.

Recommended Action

Staff recommends that the City Council approve a budget transfer in the amount of \$34,000 from the General Fund (Fund 400) to the Local Government Electric Vehicles (EV) Fleet Project, Project No. 2193.

Background

The City Council approved Concord's portion of the Local Government Electric Vehicle (EV) Fleet project (Project No. 2193) as part of the Metropolitan Transportation Commission's Climate Initiatives Program. The scope of the project for Concord includes procurement of 10 Ford Focus electric vehicles and the installation of 5 dual-port charging stations. The procurement of 10 vehicles was completed in late 2015 and early 2016.

The Memorandum of Understanding executed by the City in 2010 gave the County of Alameda General Services Agency (GSA Alameda) the overall responsibility of soliciting bids and awarding contracts for the charging stations. Each charging station will serve two vehicles and will be installed at three locations: one at the Corporation Yard, two at the Civic Center, and two at the Police Department (See Attachment 1).

Procurement Process

Alameda completed design for the charging station installation contract and then solicited for bids. Bids were opened on May 3, 2016 and 3 bids were received ranging from \$333,438.98 to \$834,500.

Alameda analyzed the low bidder's documentation and determined that the low bidder did not make a good faith effort as required by Caltrans procedures to meet the required Disadvantaged Business Enterprise (DBE) goal. Therefore, the low bidder was viewed as non-responsive and was not recommended for award.

The second low bidder, ABM Electrical of Pleasanton, submitted a total bid of \$388,510.25. The bidder met the 21% DBE goal, has all required licenses and satisfactory references and was recommended for award on May 24, 2016. Award has been made by Alameda County; the project is expected to start in June 2016. This ABM Electrical bid included installation of the five dual port charging stations at the three sites in the City of Concord for a total cost of \$146,500. This is \$36,500 higher than the original estimate used and funded in the project budget of \$110,000. Because there have been minor savings elsewhere in the project, the project needs only \$34,000 in additional funding to be fully funded, allowing the City to proceed with the installation of the charging stations.

Financial Impact

Staff recommends transferring \$34,000 from Fund 400. Fund 400 is a \$1.3 million Capital Improvements Program Holding Account created by the City Council in February 2016 with General Fund revenues to support capital projects. Allocating \$34,000 from

City Council Agenda Report

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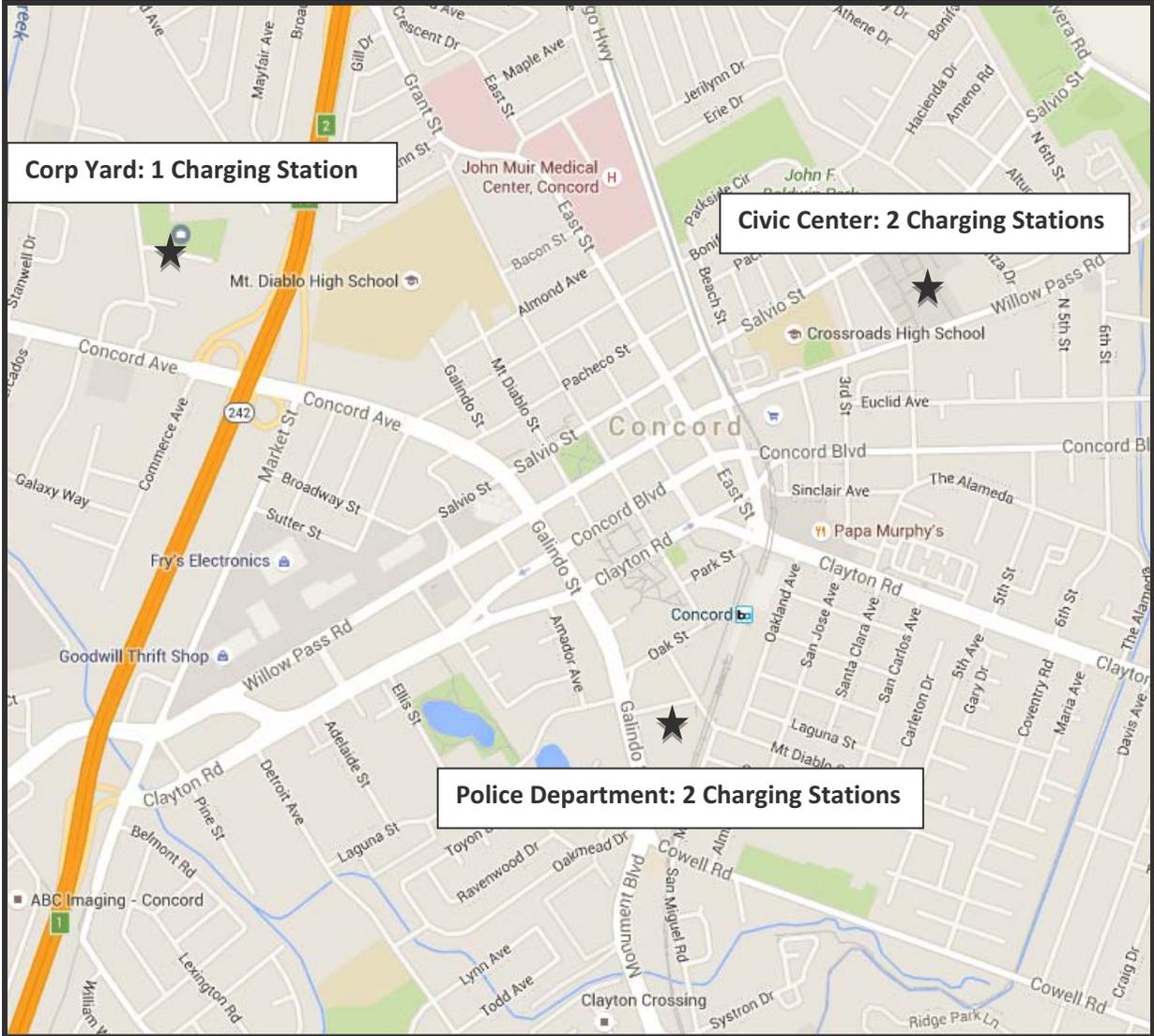
this fund will not create any challenges because there will be substantial funds remaining in the fund.

Public Contact.

The City Council agenda was posted.

Attachments

1. Location Map



PROJECT LOCATION MAP

LOCAL GOVERNMENT ELECTRIC VEHICLE FLEET PROJECT (PJ 2193)