STAFF REPORT

DATE: 12/18/2024

TO: Honorable Mayor and City Council Members

FROM: Utilities Department

2024-173

REQUEST FOR CITY COUNCIL ACTION

SUBJECT:
PROFESSIONAL SERVICES AGREEMENT WITH CLP ENGINEERING, LLC FOR AN ELECTRIC CAPACITY IMPACT

EXECUTIVE SUMMARY:
This staff report asks the City Council to award Request for Proposal 24-076AH to CLP Engineering, LLC for an electric capacity impact study with a focus on solar and electric vehicle charging impacts. This study will assist the Utilities Department electric division with planning for future capacity needs and ensuring infrastructure is equipped for projected growth.

RECOMMENDED ACTION:
That the City Council:

a. Award Request for Proposals (RFP 24-076AH) titled Electric Capacity Impact Study – Solar and EV Charging to CLP Engineering, LLC for $113,460 and waive any and all minor irregularities in the bidding documents as submitted by said bidder.

b. Authorize the City Manager, or his designee, to execute a Professional Services Agreement with CLP Engineering, LLC for $113,460, with an initial award period of December 4, 2024, through June 30, 2026, with one (1) additional one (1) option year renewal period, on an as-needed basis with no guaranteed usage.

c. Authorize the City Manager, or his designee, to issue a purchase order to CLP Engineering, LLC for $113,460.

d. Authorize the City Manager, or his designee, to negotiate and execute non-substantive changes, extensions, change orders, purchase orders, and amendments up to the amount authorized in the Corona Municipal Code Section 3.08.060(J), which is equivalent to 10% or $11,346.

BACKGROUND & HISTORY:
The Utilities Department (UD) serves fully bundled greenfield electric customers in the City of Corona's electric service area. Approximately 1,280 residential and 560 non-residential customers are served through UD's electric distribution system and five Southern California Edison Wholesale Distribution Access Tariff connection points (WDATs).

The electric industry has changed dramatically in recent years with more emphasis being placed on solar and renewable energy technologies. To prepare for future impacts to UD's electrical distribution system, UD would like to prepare an electric capacity impact study. This study will consider all growth factors, with a focus on the impacts of residential, commercial, and industrial photovoltaic (PV) solar installations, electric vehicle (EV) charging stations, and battery backup. This study will allow UD to plan for necessary infrastructure upgrades and potential policy revisions to ensure the continued reliability of UD's electric distribution system.

This study will include the creation of an electric load flow model, which will identify any points in the distribution system where upgrades may be needed, or efficiencies can be created. The load flow model will assist UD in ensuring equipment is sized correctly to support reliability and stability in the system.

ANALYSIS:
On August 22, 2024, the Purchasing Division issued a Request for Proposals (RFP) No. 24-076AH following the City Municipal Code (CMC) Section 3.08.110. UD received proposals from four (4) consultants for an Electric Capacity Impact Study with a focus on solar and electric vehicle charging impacts. Staff received the following proposals:

Vendor	**City**	**Evaluation Ranking**
CLP Engineering, LLC	Greenwood Village, CO	1
Energeia USA	Davis, CA	2
Resilient Electric Analytics, LLC	Omaha, NE	3
S Y Lee Associates, Inc.	Glendale, CA	4

Proposals were evaluated on five criteria as outlined in the Request for Proposals: Completeness of Response, Qualification of Firm, Qualification of Personnel, Work Plan/ Project Understanding and Approach and Value.

Following the analysis of the proposals and an interview, it was determined that CLP Engineering, LLC exhibited the essential skills, experience, and staffing required for the successful execution of the project's scope of work. CLP Engineering LLC was able to show in their statement of qualification a clear understanding of the scope of work for the project and showed that they have successfully completed such projects. CLP Engineering demonstrated their hands-on experience with electrical distribution systems similar to UD's and detailed a wide range of experience with similar studies. CLP Engineering provided a reasonable compensation schedule for the Electric Capacity Impact Study based on the criteria established in the RFP.

Staff requests approval of a professional services agreement with CLP Engineering, LLC for an electric capacity impact study with a focus on solar and EV charging in the amount of $113,460. The award amount includes an additional $7,000 for two potential site visits that were not included in the original proposed amount.

FINANCIAL IMPACT:
Funding for the recommended actions is available in the Plug-In Vehicle Readiness Plan Operating & Maintenance Project No. 69960 within the Greenfield Utility Fund 578.

ENVIRONMENTAL ANALYSIS:
State CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action is to conduct an electric capacity impact study, and there is no possibility that approving these changes will have a significant effect on the environment. Therefore, no environmental analysis is required.

PREPARED BY: ERIN KUNKLE, ELECTRIC UTILITY MANAGER

REVIEWED BY: TOM MOODY, DIRECTOR OF UTILITIES

ATTACHMENTS:
1. Exhibit 1 – CLP Engineering, LLC Professional Services Agreement