



STAFF REPORT

DATE: 11/19/2025
TO: Honorable Mayor and City Council Members
FROM: Utilities Department

2025-440

REQUEST FOR CITY COUNCIL ACTION

SUBJECT:

AGREEMENT WITH CLP ENGINEERING, LLC FOR THE WHOLESALE DISTRIBUTION ACCESS TARIFF RELAY REPLACEMENT PROJECT

EXECUTIVE SUMMARY:

This staff report asks the City Council to approve a Professional Services Agreement with CLP Engineering, LLC to design, procure, and oversee installation of modern SEL-751 digital relays at five Wholesale Distribution Access Tariff interconnection points for the electric utility.

RECOMMENDED ACTION:

That the City Council:

- a. Approve the Professional Services Agreement with CLP Engineering, LLC for the design, procurement, and oversight of SEL-751 relay installation at five Wholesale Distribution Access Tariff connection points.
- b. Authorize the City Manager, or his designee, to execute the Professional Services Agreement with CLP Engineering, LLC in the amount of \$207,507, including any non-substantive extensions, change order, purchase orders, and amendments up to the amount authorized by Corona Municipal Code [Section 3.08.070\(G\)](#), which is equivalent to 10% or \$20,750.

- c. Make a determination under Corona Municipal Code [Section 3.08.140\(D\)](#) that competitive bidding has been satisfied for the reasons provided in the “Basis of Determination that Purpose of Bidding is Otherwise Accomplished” section of this report.
- d. Create a new capital improvement project titled “Wholesale Distribution Access Tariff Relay Replacement” and authorize an appropriation in the amount of \$315,000, from the Greenfield Electric Utility Fund 578 to this project.

BACKGROUND & HISTORY:

The Utilities Department (UD) receives power for the Greenfield electrical distribution system through five Wholesale Distribution Access Tariff (WDAT) interconnection points with Southern California Edison (SCE). These points are located throughout our service area and include:

- Clearwater (Water Reclamation Facility #1)
- Sunkist/Princeland (Water Reclamation Facility #2)
- Dos Lagos (Water Reclamation Facility #3)
- Corona Pointe
- The Crossings

Each site is equipped with 15-Kilovolt (kV) switchgear that includes a main breaker, metering cabinet, and feeder breakers. The Clearwater site utilizes fused load break switches for its four feeders, whereas the remaining locations are outfitted with circuit breakers integrated with protective relays and control systems to safeguard against overcurrent faults. The protective relays currently in service are outdated legacy models that require replacement to ensure continued system reliability.

Digital meters are installed at each WDAT interconnection to monitor switchgear performance, issue outage alerts, and collect load data. These meters are also obsolete, with three units having failed and no longer transmitting data or alerts.

To enhance operational efficiency, reduce costs, and minimize the need for preventative maintenance, UD is evaluating the replacement of both the protective relays and meters with advanced digital protective relays. These modern devices offer integrated protection, metering, and monitoring functionalities, effectively consolidating the roles of the existing equipment into a single, more capable solution.

ANALYSIS:

CLP Engineering, LLC (CLPE) provides utility services, including engineering, operations, maintenance, upgrade, and construction of electrical substations and distribution systems. City Light and Power, Inc., CLPE’s sister company under the same ownership, owns and operates ten military electrical distribution systems, which are comparable in size and complexity to UD’s distribution system. CLPE acts as the engineering

department for CLP's operations. Their experience with smaller-scale electric distribution systems and modern technology makes them uniquely qualified for this project.

CLPE recently created a load flow model for UD, giving them in-depth knowledge of UD's electrical infrastructure. They also have extensive experience with the design and installation of SEL-751 relays, having successfully installed them in more than 50 of their own substations. Feedback from both CLPE and other utilities regarding the performance and reliability of SEL-751 relays has been overwhelmingly positive. UD's Supervisory Control and Data Acquisition (SCADA) contractor, South Coast Automation Systems, has reviewed the proposed relays and confirmed compatibility with the City's existing SCADA system.

Proposed Scope of Work

CLPE will oversee the replacement of relays and meters for 15 breakers and 4 load-break switches across 5 WDAT connection points with SEL-751 protective relays. These relays will provide protection, metering, and monitoring capabilities.

Preliminary Design

- Conduct site assessments/data gathering and establish project objectives, requirements, responsibilities, and a conceptual plan for relay replacement.
- Create preliminary site plans, one lines, and communications diagrams based on site assessments and existing as-built drawings.
- Review and refine preliminary design and plans with the technical team

Detailed Design

- Develop schematics for field construction.
- Develop existing breaker front panel modification details for removing existing relays and installing new relay and adapter panels.
- Compile bill of materials and procure materials.
- Develop field work, testing, and commissioning plans.
- Develop protective relay settings, including protective settings, control logics, metering and monitoring, communications, and SCADA Modbus point lists.

Field Installation, Testing, and Commissioning

- Mobilize the field engineering team to support field installation work.
- Test the control functions of the relays.
- Commission and test metering, monitoring, and controls for each relay.

Closeout

- Compile and submit as-built drawings, final relay setting, and commissioning/test reports.

Additional Support Services

- Western Construction Specialists, Inc., UD's on-call electrical contractor, will perform installation of the relays, field switching, operations, de-energization, and reenergization of circuits.
- South Coast Automation Systems, UD's SCADA contractor, will perform SCADA system programming, design, testing, and onsite installation.

Basis for Determination of Competitive Bidding

UD evaluated and determined that the proposal from CLPE is in line with UD's desired scope of work. UD believes that the purpose of bidding is otherwise accomplished for this service pursuant to CMC [Section 3.08.140\(E\)](#), which states as follows:

"Purpose of bidding is otherwise accomplished. When the purchasing agent and the authorized contracting party, with the approval of the City Manager, determine that it is in the best interest of the city and its administrative operations to dispense with public bidding for non-public projects under this chapter."

Staff assessed CLPE's proposal and determined that the contractor is able to successfully deliver the level of services required by UD and that the price for the proposed services is fair and reasonable. During the prior engagement with the City to conduct a capacity study and load flow model, staff was very satisfied with the work conducted by CLPE.

CLPE is familiar with UD's system and the installation, integration, and operation of SEL-751 relays. CLPE has a wealth of experience evaluating and upgrading similar small electrical distribution systems. UD received positive feedback from CLPE and other agencies regarding the function and reliability of the SEL-751 relays.

UD's estimated cost to replace the existing meters at all locations is \$60,000. By installing SEL-751 relays, UD eliminates the need for separate meter replacements and reduces the number of devices requiring ongoing maintenance, resulting in long-term cost savings and operational efficiencies. Additionally, the proposed relays will provide better protection, monitoring, and control of the WDAT switchgears and distribution system as compared to the existing protective relays. UD believes it is in the best interest of the City to proceed with the recommended actions based on the efficiencies created, overall cost savings, and qualifications that CLPE possesses.

Staff requests City Council consideration to create a new capital improvement project titled "Wholesale Distribution Access Tariff (WDAT) Relay Replacement," authorize an appropriation in the amount of \$315,000, from the Greenfield Electric Utility Fund 578 to this project, and approve the Professional Services agreement with CLPE to provide design, procurement, and installation of SEL-751 relays at five WDAT connection points.

FINANCIAL IMPACT:

Approval of the recommended actions will result in an appropriation in the amount of \$315,000 from the Greenfield Electric Utility Fund 578 to a new capital improvement

project titled “Wholesale Distribution Access Tariff (WDAT) Relay Replacement.” There is sufficient working capital for the recommended actions.

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 approve the Professional Services Agreement for design, procurement, and installation of replacement relays at five electric WDAT locations, 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, MAINTENANCE MANAGER

REVIEWED BY: TOM MOODY, UTILITIES DIRECTOR

ATTACHMENT:

1. Exhibit 1 – PSA with CLP Engineering, LLC