



DATE: June 25, 2019

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Engineering Services Contract with Telstar Instruments, Inc.**

RECOMMENDATION

Authorize the City Manager to execute a new engineering services contract with Telstar Instruments, Inc., for \$276,000 for the period July 1, 2019 through June 30, 2020.

BACKGROUND

The Public Services Division operates and maintains infrastructure used to deliver potable water, collect and pump wastewater, collect and discharge stormwater, and collect and destroy landfill gas. The facilities used for these functions include a large inventory of electrical and mechanical equipment, including pumps, motors, generators, and electrical control panels.

Because staff does not have the capability to perform complex electrical maintenance to this equipment, the City uses a contractor (currently Telstar Instruments, Inc.) to provide electrical services to the Landfill Postclosure and Utilities Operations. Telstar is a long-term service provider for the City and has extensive knowledge of the City's equipment.

ANALYSIS

Staff has evaluated the anticipated workload for Fiscal Year 2019-20 and recommends funding one contract in the amount of \$276,000. Telstar will provide electrical and mechanical engineering services for the landfill gas flare station, microturbines (fueled by landfill gas), generators, the landfill gas collection and emission control system, and potable groundwater wells and pump stations. Telstar will also provide consulting and technical services for electrical systems, instrumentation and controls, and emergency assistance for on- and off-site repairs. The new contract will include adequate funding for scheduled preventive maintenance based on the average cost of the last two fiscal

years (escalated for inflation) and a contingency for unanticipated emergency repairs. An overview of the recommended funding is shown below:

Utilities Operation Services:	\$155,000
Contract Contingency (15%):	23,250
Inflation (5%):	7,750
Postclosure Operation Services:	75,000
Contract Contingency (15%):	11,250
Inflation (5%):	<u>3,750</u>
TOTAL	<u>\$276,000</u>

FISCAL IMPACT

The contract will be funded from operating budgets from the Water Fund (\$42,000), Wastewater Fund (\$113,000), Shoreline Regional Park Community Fund (\$31,000), and the Solid Waste Fund (\$90,000). There is sufficient funding for the recommended action.

ALTERNATIVES

1. Do not approve new contract.
2. Provide other direction to staff.

PUBLIC NOTICING – Agenda posting.

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