Legislation Details (With Text)

File #:	20-0054	**Version:**	1	**Name:**	ER - Contract w/Energy Experts Intl for natural gas distribution
Type:	Contract			**Status:**	CCIS
File created:	12/31/2019			**In control:**	City Council
On agenda:	1/21/2020			**Final action:**	1/21/2020
Title:	Recommendation to authorize City Manager, or designee, to execute all documents necessary to amend Contract No. 33769 with Energy Experts International, of Redwood City, CA, for providing consulting services related to ensuring compliance with U.S. Department of Transportation regulatory requirements for updating and maintaining required manuals and plans for natural gas distribution, to extend the term of the contract for an additional one-year period through February 16, 2021. (Citywide)				
Sponsors:	Energy Resources				
Indexes:					
Code sections:					
Attachments:	1. 012120-C-7sr.pdf				

Date	Ver.	Action By	Action	Result
1/21/2020	1	City Council	approve recommendation	Pass

Recommendation to authorize City Manager, or designee, to execute all documents necessary to amend Contract No. 33769 with Energy Experts International, of Redwood City, CA, for providing consulting services related to ensuring compliance with U.S. Department of Transportation regulatory requirements for updating and maintaining required manuals and plans for natural gas distribution, to extend the term of the contract for an additional one-year period through
February 16, 2021. (Citywide)

City Council approval is requested to amend Contract No. 33769 with Energy Experts International (EEI), to extend the term of the contract through February 16, 2021.

On January 20, 2015, the City Council adopted RFP GO14-136 and authorized the City Manager to enter into a contract with EEI, for consulting services related to ensuring compliance with U.S. Department of Transportation (DOT) regulatory requirements for updating and maintaining required manuals and plans for natural gas distribution. The DOT requires pipeline operators to maintain manuals of written procedures for conducting operations, maintenance activities, emergency response, and hazard mitigation. Additionally, the DOT requires pipeline operators to maintain written plans and programs for pipeline damage prevention, continuing public education, personnel qualification, and distribution integrity management.

An extension to the contract term is needed to avoid disruption to development of the following 2020 federal regulatory updates, as required in the original contract:

- Phase III - Distribution Integrity Management Plan
- Phase V - Damage Prevention and Public Awareness Plans
- Phase VI - Operator Qualification Plan

The current contract term expires on February 15, 2020.

This matter was reviewed by Deputy City Attorney Richard F. Anthony on December 24, 2019, Purchasing Agent Tara Yeats on December 24, 2019, and by Revenue Management Officer Geraldine Alejo on December 26, 2019.

City Council action is requested on January 21, 2020, to ensure the contract extension is in place expeditiously.

The requested amendment will extend the contract term for a one-year period through February 16, 2021. No additional contract authority is requested as part of the amendment. The total not to exceed contract amount will remain at $719,652 and is currently budgeted in the Gas Fund Group in the Energy Resources Department. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

ROBERT DOWELL
DIRECTOR OF ENERGY RESOURCES

APPROVED:

THOMAS B. MODICA
ACTING CITY MANAGER