



STAFF REPORT
9/9/2026

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

PREPARED BY: Brianna Greenwood, P.E., Senior Civil Engineer

SUBJECT: Letter Agreement with Pacific Energy Concepts (PEC) in the amount of \$31,644.82 for the Electric Vehicle Charging Stations and appropriate \$31,644.82 from unallocated general fund reserves, Project No. PW 2026-05

STAFF RECOMMENDATION:

Authorize City Manager to execute a Letter Agreement with Pacific Energy Concepts (PEC) in the amount of \$31,644.82 for the Electric Vehicle Charging Stations and appropriate \$31,644.82 from unallocated general fund reserves, Project No. PW 2026-05.

FISCAL IMPACT:

With this action, Council authorizes the allocation of \$31,644.82 from unallocated general fund reserves.

EXECUTIVE SUMMARY:

In 2014, four electric vehicle charging stations were installed at the Corporate Yard. EV Chargers have an average lifecycle of 10-15 years. After inspecting the existing stations, it was determined they need to be replaced. Staff underwent an informal bid process to determine the best overall price and equipment to achieve the Cities charging needs. Pacific Energy concepts was determined to be the most responsive bidder for the proposed scope of work. The proposed work order with Pacific Energy Concepts includes removing the existing charging stations and installing the new charging stations. This work includes cable management and five years prepaid Flipturn software that will assist the Fleet Department manage the charging stations. Staff recommends authorizing this letter agreement to ensure electric fleet vehicles continue to receive charging at the Corporate Yard and reduce interruptions in service.

ATTACHMENTS:

1. Letter Agreement with Pacific Energy Concepts