

EXECUTIVE BRIEF ELECTRIC UTILITY MEETING

AGENDA DATE: April 28, 2020

TITLE:

Ratification of Agreement with Wesco Distribution Inc., for the purchase of Metering Voltage Transformers

SUMMARY:

The Agreement authorizes Wesco Distribution Inc., to provide Metering Voltage Transformers for the City's electrical distribution system at a cost not to exceed \$50,000 per fiscal year.

BACKGROUND AND JUSTIFICATION:

The City issued a Request for Proposals (RFP No. 19-201) requesting proposals from qualified manufacturers to provide single-phase metering voltage transformers. A total of (3) three bids were received and reviewed. Tri-State Utility Products, Inc., was initially selected by the evaluation committee and was awarded the Agreement. The City has been working with Tri-State over the past year to purchase and acquire the metering voltage transformers. Unfortunately, Tri-State has had manufacturing and material issues and has been unable to deliver the products in a timely manner. The City has since cancelled the Agreement with Tri-State and intends to award Wesco as the next responsible proposer. The term of the Agreement is for three (3) years with two (2) additional single year renewal options.

Voltage transformers, also called potential transformers, are a type of Instrument transformers utilized in the electric utility. Voltage transformers measure primary high voltage on a line or at a substation and convert or transform that voltage to a secondary nominal 120 VAC voltage. The secondary voltage can then be safely used by protective relay and metering equipment for synchronizing, protection, relay coordination, metering, and SCADA and telemetry.

The voltage transformers will be installed at multiple substations on the City's electrical distribution system as a part of SHRIP substation upgrades. The City Manager under emergency authority approved this agenda item prior to submitting for ratification.

MOTION:

Move to ratify / not ratify Agreement with Wesco Distribution Inc., for the purchase of Metering Voltage Transformers at a cost not to exceed \$50,000 per fiscal year.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	\$50,000	\$50,000	\$50,000	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	\$50,000	\$50,000	\$50,000	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact: Funds have been identified in account No. 421-6034-531-6315, as part of the FY 2019 Capital funds roll-over.

Account Number	Account Description	Project Number	FY20 Budget	Current Balance	Agenda Expenditure	Balance
421-6034-531.63-15	Improve Other than Build/Infrastru	SH1802	\$4,582,688	\$2,435,585	-\$50,000	\$2,385,585

C. Department Fiscal Review: Edward Liberty, Electric Utility Director