



City of Needles, California Request for Council Action

☒ CITY COUNCIL/NPUA ☐ Board of Public Utilities ☒ Regular ☐ Special

Meeting Date: September 12, 2023

Title: Authorize FY24 Brooks Consulting Electrical Engineering support services to not exceed \$15,000 to be funded by the electric operations and maintenance budget

Background: In August 2020 the City issued a request for proposals for Professional Electrical Engineering Services for a three-year contract. Brook's contract was extended in 2023 for an additional three years.

Staff utilizes Brooks expertise on all new project development and all billings are accounted toward the project's developer deposit. Staff also utilizes Brooks for non-development projects such as

- adjusting and setting reclosures in the substations
- breaker adjustments
- recommendations on modifying equipment
- reviews electrical load calculations and overall system improvements that may be needed to accommodate prior to project development
- maintains the electrical model for the NPUA
- provides cost estimates on design and specifications as needed for system improvements
- covers travel costs for Brooks to do onsite visits in Needles

Staff is requesting an authorization to maintain the continue Brooks services not to exceed \$15,000 for FY24. The Board of Public Utilities approved the recommended action on September 5, 2023.

Fiscal Impact: \$15,000 to be funded by the electric operations and maintenance budget.

Recommended Action: Authorize FY24 Brooks Consulting Electrical Engineering support services to not exceed \$15,000 to be funded by the electric operations and maintenance budget

Submitted By: Rainie Torrance, Assistant Utility Manager

City Management Review: Rick

Date: 9/6/23

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 8