

TO: Andrew P. Powers, City Manager

FROM: Clifford G. Finley, Public Works Director

DATE: December 3, 2024

SUBJECT: Energy Information System Agreement Amendment

RECOMMENDATION:

1. Approve Fourth Amendment to Professional Services Agreement No. 12649-2021 with SitelogIQ, Inc. for integrating Building Automation System (BAS), electricity, gas, and solar photovoltaic (PV) data from Los Robles Golf Course (LRGC) into the Energy Information System (EIS), extending the term of the Agreement to January 25, 2026, and increasing the amount of the Agreement by \$32,022.08 for a revised not-to-exceed amount of \$144,059.80.
2. Authorize expenditure in FY 2024-25 in the amount of \$32,022.08 as follows: \$10,700 from A/C #001-5060-612-5699 (General Fund, Contracted Services) and \$21,322.08 from A/C #001-5060-612-4300 (General Fund, Software Maintenance).
3. Find that this action is not a project as defined under the California Environmental Quality Act (CEQA).

LEVINE ACT ITEM: Yes

FINANCIAL IMPACT:

No Additional Funding Requested. Cost of staff time to prepare the Amendment and staff report is included in the Adopted FY 2024-25 General Fund Budget. Funding for the additional expenditure of \$32,022.08 for expansion of the EIS is available in the Adopted FY 2024-25 General Fund Budget.

BACKGROUND:

The City owns and operates 13 major facilities, numerous water pumping stations, sewer lift stations, irrigation systems for landscaping, and hundreds of street and traffic lights. Together, these facilities use more than 18 million kWh of electricity and 30 million kBtu of natural gas annually. Energy costs for these facilities combined exceed \$5 million per year.

The City's control over these energy usages offers a significant opportunity to save public funds and cut carbon emissions through operational improvements, equipment upgrades, energy efficiency measures, and renewable energy alternatives. A BAS enables monitoring and control of building systems, such as heating, ventilation, and air conditioning (HVAC), from a single interface. EISs are a proven tool for identifying energy optimization solutions. By automating data gathering, EISs provide sophisticated data analytics, standardized energy reporting, and energy- and cost-saving recommendations.

On January 26, 2021, the City entered into a Professional Services Agreement with SitelogIQ, Inc. (formerly EcoVox, Inc.). The services in the Agreement included monitoring the City's BAS and EIS, hosting and maintaining the EIS software, and supporting integration of new BAS and electric, gas, and water meters, with a not-to-exceed amount of \$20,224.08.

Three amendments have been issued to the original agreement. On January 18, 2022, the First Amendment was processed, extending the Agreement for one year and increasing the not-to-exceed amount to \$40,448.16. On December 14, 2022, the Second Amendment was processed extending the Agreement for another year and increasing the not-to-exceed total to \$60,672.24. On January 16, 2024, the Third Amendment was processed extending the agreement expiration date to January 25, 2025, and increasing the not-to-exceed total to \$112,037.72. The third amendment also included integrating BAS data from Hill Canyon Treatment Plant (HCTP) and the Municipal Service Center (MSC), adding solar PV data from Grant R. Brimhall Library (TOL), Goebel Adult Center (GAC), Teen Center (TEC), Newbury Park Library (NPL), and Transportation Center (TOTC).

DISCUSSION/ANALYSIS:

The EIS currently includes electricity and natural gas usage and associated cost data for City facilities (not including LRGC) and water pumps. The EIS also imports BAS diagnostic data from the Civic Arts Plaza (CAP), TOL, NPL, GAC, and TEC. The EIS is currently being expanded to import BAS data from HCTP and MSC. Through automated monitoring of BAS data, the EIS detects potential faults in HVAC equipment. SitelogIQ, Inc. staff review these detected faults and report to City staff for further investigation and resolution. This service results in more timely detection and resolution of HVAC equipment faults, reducing maintenance and energy expenses and increasing the thermal comfort of occupants of City facilities. The Facilities Division anticipates installing a BAS at LRGC in FY 2025-26.

Energy generation data from the City's existing solar PV systems are also imported into the EIS. Having this data available in the EIS enables City staff to monitor performance and detect and resolve any issues, thereby reducing energy usage

and costs. In FY 2023-24, the City's Sustainability Division engaged a solar contractor (Staten Solar) to install solar PV systems at TOL, GAC, TEC, NPL, Transportation Center (TOTC), and LRGC. Construction of solar carport systems at TOL, TOTC, and LRGC has been completed, and the EIS is currently being expanded to import energy generation data from these systems. Rooftop solar systems are currently under construction at NPL, TEC, GAC, and TOL and are anticipated to be completed by May 2025, after which the EIS will be expanded to import energy generation data from these systems. Importing solar generation data from these sites will enable the monitoring and resolution of performance issues related to the solar PV installations.

City staff decided not to integrate any data from LRGC at the time the EIS was established in 2019 because the facility is operated by Arcis Golf and did not have a BAS or solar PV system. However, with the recent addition of a solar PV system and the planned installation of a BAS, there are benefits of integrating LRGC data into the EIS. Having electricity and natural gas usage and cost, BAS, and solar PV data in the EIS will result in reduced maintenance and energy expenses, increased thermal comfort of occupants, and resolution of solar PV performance issues as described above.

The Fourth Amendment (Attachment #1) to the current Agreement with SitelogIQ, Inc., for an additional \$32,022.08, extends the existing contract for annual monitoring for one additional year and provides for all of the energy information for LRGC to be added to the EIS. The Scope of Work includes the following:

- \$10,700 for the addition of BAS, electricity, gas, and solar PV data from LRGC to the EIS.
- \$21,322.08 for annual monitoring, software maintenance and hosting, and support services for all facilities, including LRGC.

The integration of these additional data will enable City staff to monitor performance and detect and resolve any equipment issues at LRGC, thereby reducing energy use and costs.

This action meets City Council's Top Ten Priorities #7, "Public Works + Infrastructure Investments."

This action is not a project as defined under the CEQA because this action will not result in a direct or foreseeable indirect physical change in the environment [14 CCR 15060(c)].

LEVINE ACT (California Government Code § 84308):

This item is subject to the Levine Act. City Councilmembers who have received a campaign contribution of more than \$250 (aggregated) within the preceding 12 months from a party or their agent/representative, or a financially-interested participant involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; or if applicable (2) return the portion of the contribution that exceeds \$250 within 30 days from the time the official knew or should have known about the contribution, and participate in the proceeding.

All parties and their agents/representatives must disclose on the record of this proceeding any aggregated contribution of more than \$250 made to any Councilmember within the preceding 12 months. Councilmembers are prohibited from accepting, soliciting, or directing a campaign contribution of more than \$250 (aggregated) from a party, their agent/representative, or a financially-interested participant during a proceeding and for 12 months following the date a final decision is made. In addition, a party, their agent/representative, or a financially-interested participant is prohibited from contributing more than \$250 (aggregated) to a Councilmember during a proceeding and for 12 months following the date a final decision is made.

COUNCIL GOAL COMPLIANCE:

Meets the following City Council goals:

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

F. Provide and enhance essential infrastructure to ensure that the goals and policies of the Thousand Oaks General Plan are carried out and the City retains its role and reputation as a leader in protecting the environment and preserving limited natural resources.

PREPARED BY: Kenneth Wang, Senior Analyst

Attachments:

Attachment #1 – Fourth Amendment to Agreement with SitelogIQ, Inc.