

**TO:** Andrew P. Powers, City Manager

**FROM:** Clifford G. Finley, Public Works Director

**DATE:** December 3, 2024

**SUBJECT:** Hill Canyon Treatment Plant Electrical Classification and Compliance Upgrades (CI 5622)

**RECOMMENDATION:**

1. Approve Second Amendment to Professional Services Agreement No. 13406-2023 with P2S, Inc. (Long Beach, CA) for preparation of construction-ready plans and specifications for the Hill Canyon Treatment Plant (HCTP) Electrical Classification and Compliance Upgrades Project (CI 5622), in the amount of \$135,000, for a revised amount not to exceed \$209,081, plus \$13,500 for extra services, and extend the term of the agreement to December 31, 2025.
2. Authorize expense in the amount of \$148,500 (\$135,000 for the Second Amendment, plus extra services of \$13,500) from A/C #624-8250-682-8300 (Wastewater Fund – Capital Improvements, CI 5622).
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.** \$2,550,000 is included in the Adopted FY 2024-25 Wastewater Capital Fund Budget and \$450,000 in carryover budget for a total budget of \$3,000,000 for CI 5622. Additional funding for construction costs may be requested at the time of construction contract award depending on bids received.

**BACKGROUND:**

HCTP provides tertiary-level wastewater treatment for the community of Thousand Oaks. Typical electrical systems at the HCTP include motor control centers, switchboards, electrical panels, motors for pumps, motorized equipment, electrical generators, etc.

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The City's 2020 HCTP Master Plan determined that an assessment/evaluation of the treatment plant's electrical and mechanical ventilation systems was needed to fully comply with the National Fire Protection Association (NFPA) Standards 820 and 70E regulations related to fire and electrical protection. Standard 820 pertains to fire protection in wastewater treatment and collection facilities, while Standard 70E pertains to electrical protection in the workplace. Certain areas of the plant pose electrical hazards, including the anaerobic digesters and the headworks as well as the two standby diesel generators.

In accordance with Government Code Section 4526 and Thousand Oaks Municipal Code Section 3-10.401, staff previously solicited a formal Request for Proposals/Qualifications (RFP/Q) for the overall design and engineering services for the project, starting with the preliminary design/design phase services under the HCTP Electrical Classification and Compliance Study Project (MI 2625). The assessment report is being used as the basis for the design plans and specifications for the actual improvements that are being performed under this capital project (Electrical Classification and Compliance Upgrades CI 5622).

The City received three proposals from qualified consulting firms, and after careful review and consideration of qualifications and project team/approach, PS2 Engineering, Inc. (P2S) was determined to be the most qualified to best fit the City's needs for this project. The PS2 engineering team has experience working on a previous City project (the Fred Kavli Theater lighting upgrades), and their references were positive. The Professional Services Agreement with P2S was executed under City Manager authority on September 12, 2023, for the MI 2625 Electrical Classification and Compliance Study, which included a comprehensive assessment of the HCTP systems (electrical, mechanical) and development of an assessment report (PDR) outlining the recommendations from the analysis for the City to be compliant with NFPA 820 and 70E.

### **DISCUSSION/ANALYSIS:**

P2S has completed the electrical and mechanical system study and PDR under MI 2625. The deficiencies and noted corrections/improvements have been identified and staff are ready to proceed into final design and engineering. The second amendment includes the design services and will result in a set of construction-ready plans and specifications. This next phase of work (final design, as well as construction) will be performed under CI 5622.

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The estimated project costs are as follows:

Study and Condition Assessment (previous) MI 2625	\$ 66,081
First Amendment (previous) MI 2625	\$ 8,000
<b>Total Cost of PDR (previous)</b>	<b>\$ 74,081</b>

Final Design - 2 <sup>nd</sup> Amendment (this action) CI 5622	\$ 135,000
Extra Services (this action) CI 5622	\$ 13,500
City Furnished Materials/Supplies (future) CI 5622	\$ 3,000
Construction (future) CI 5622	\$ 2,848,500
<b>Total Estimated Project Cost for CI 5622</b>	<b>\$ 3,000,000</b>

The tentative schedule for completion of the project is as follows:

**PROJECT TIMELINE**

Final Design and Engineering	Winter 2025 – Summer 2025
Bid and Award	Fall 2025
Construction	Winter 2026 – Fall 2026

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)].

This project meets City Council's Top Ten Priorities #7, "Public Works + Infrastructure Investments across the community."

**CIP PROJECT PRIORITY (as outlined in FY 2023-24 and 2024-25 CIP Program Budget)**

Priority Two – Necessary, but not essential, and there could be consequences if deferred.

**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:** Paul Weinstein, Associate Analyst

Attachments:

Attachment #1 – Vicinity and Location Maps

Attachment #2 – Second Amendment to Agreement 13406-2023 with P2S Engineering, Inc.