



DATE: April 16, 2025

TO: Mayor and Members of the City Council

FROM: John R. Gillison, City Manager

INITIATED BY: Jason C. Welday, Director of Engineering Services/City Engineer
Michael Parmer, Engagement and Special Programs Director
Deborah Allen, Management Analyst I

SUBJECT: Consideration to Accept All Improvements as Complete, File the Notice of Completion and Authorize Release of Retention for the RCMU Electric Vehicle Charging Station Hub. This Project is Exempt from All Appropriate National Environmental Protection Act (NEPA) and California Environmental Quality Act (CEQA) Review as Required by the Department of Energy and CEQA Guidelines. (CITY)

RECOMMENDATION:

Staff recommends the City Council:

- 1) Accept the RCMU Electric Vehicle Charging Station Hub, Contract No. 2019-085, Amendment 15 (Project), as complete;
- 2) Approve the final contract amount of \$299,819; and
- 3) Authorize the City Engineer to file a Notice of Completion for the Project.

BACKGROUND:

On October 15, 2024, the City Council awarded a contract to Pacific Utility Installation (PUI) in the amount of \$272,563 plus 10% contingency in the amount of \$27,256 to address unforeseen construction-related incidentals. The scope of the work included installation of a transformer and switchgear, extending high-voltage conduit lines, connecting four high-powered ChargePoint electric vehicle charging stations with power modules and power banks, pouring concrete equipment pads, placing electrical cabling and substructure work, building an accessible ramp, replacing sidewalk sections, removing shrubs, installing 6' bollards, and commissioning the new equipment.

The installation of Electric Vehicle (EV) charging infrastructure, located at 8309 Rochester Avenue, is vital to meet the demand and need for transportation electrification. This project helps reduce greenhouse gas (GHG) emissions, creating a reliable and accessible network of infrastructure that encourages the ownership or leasing of EVs in the Southern California region. Staff intends to offset the equipment costs with various funding sources, including the California Electric Vehicle Infrastructure Project (CALeVIP), the Department of Energy's Energy Efficiency Conservation Block Grant Funding (EECBG) and the South Coast Air Quality Management District Mobile Source Air Pollution Reduction Committee (MSRC).

Upon approval of project acceptance, the City Engineer will process approvals of all documents for recordation by the City Clerk.

ENVIRONMENTAL:

The Project included minor exterior modifications to extend high-voltage conduit runs to install a transformer, switchgear, and four (4) EV charging stations at an existing City facility parking lot. Staff determined that the Project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Sections 15301 (Existing Facilities). Section 15301 exemption includes the “operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination.”

Additionally, Staff determined that the Project is exempt from all appropriate National Environmental Protection Act (NEPA) review as required by the Department of Energy as part of the EECBG funding award.

ANALYSIS:

The subject project has been completed in accordance with the approved plans and specifications and to the satisfaction of the City Engineer. The net increase in the total cost of the Project is covered by allotted contingency and is a result of one (1) Change Order, including the final balancing statement, which is summarized below:

Change Order No.1: Install additional conduit runs, repair high-voltage infrastructure damage, add wheel stops, and expand asphalt restoration. These tasks are within the contingency for the project. The change in the contract cost due to this change order is an increase of \$27,256.

FISCAL IMPACT:

A total of \$299,819 was budgeted in the adopted Fiscal Year 2024/25 Budget for the project construction, consisting of funds from Capital Projects-Municipal Utility Fund (Fund 705) to fund this Project. The total funds for this project were identified under Capital Improvement Account No. in the amounts listed below:

Account No.	Funding Source	Description	Amount
F705 CC304 7000 SC7009; PID2095-705	Capital Projects- Municipal Utility Fund (705) / Capital Projects	RCMU Electric Vehicle Charging Station Hub	\$299,819

COUNCIL MISSION / VISION / VALUE(S) ADDRESSED:

This item addresses the City Council’s vision for the City by ensuring the construction and maintenance of high-quality public improvements that promote a world class community.

ATTACHMENTS:

Attachment 1 - Vicinity Map