# City of Brisbane
## Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: City Hall Roof-Mounted Photovoltaic System

DATE: December 14, 2017

**City Council Goals:**

To develop plans and pursue opportunities to protect natural resources. (#8)

**Purpose:**

To obtain Council's approval for award of a contract to construct a photovoltaic system on the roof of City Hall.

**Recommendation:**

Award the construction contract for the Roof-Mounted Photovoltaic System, Job No. 9308 to Sunterra Solar, Inc. in the amount of $502,205.

**Background:**

Council approved issuance of the Notice Inviting Bids at its 9/7/17 meeting.

The Bid Schedule in the project specifications specifically noted, "In making the final ranking of bidders, the Owner will consider the total amount of all bid items and may take into consideration the expected yearly system production over a 20-year period, which information is required to be submitted with the proposal per paragraph 14 of Information Required of Bidder."

The referenced paragraph 14 stated, "On an attached sheet, indicate the expected yearly production in kWH, with associated yearly degradation, for a 20-year period."

**Discussion:**

One of the three proposals received on 11/2/17 failed to provide the required system production information, and that bid was deemed nonresponsive. The other two bidders were found to be responsible and responsive. The bid results are as follows:

| | |
|---|---|
| Roofing & Solar Construction Inc. | $476,700 |
| Sunterra Solar, Inc. | $502,205 |
| Engineer's Estimate | $600,000 |
| Overall Project Budget | $850,000 |

Dividing the total bid amount by the 20-year system production results in the following kWH/$ figures:

| | |
|---|---|
| Sunterra Solar, Inc. | 8.86 |
| Roofing & Solar Construction, Inc. | 8.25 |

After considering the 20-year annual production, staff is recommending the award be made to the firm whose system will produce the most kWH per dollar, Sunterra Solar, Inc. (Note that specification section 26 3100 1.01.D requires the successful proposer to provide the city a letter of credit guaranteeing the annual system production indicated in the proposal.)

While both firms proposed systems that did not exceed City Hall's annual usage (252, 459 kWH in 2016, 253,155 kWH in 2015), the system proposed by the recommended awardee obviously produces more kWH. The advantage to this is threefold; the city is purchasing the system that produces the most kWH/$; the larger system will shed more of the city's load dependence from the public utility; and in the event the city does choose in future to install a commercial solar battery storage system, we would see even greater independence from the utility by saving the excess power generated during lower demand periods.

**Fiscal Impact:**

Refer to 9/7/17 staff report.

**Measure of Success**

An installed photovoltaic system on the City Hall roof.

**Attachments:**

September 7, 2017 Staff Report (minus attachments)

RJ Brandt
Director of Public Works/City Engineer

City Manager

# City of Brisbane
## Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: City Hall Roof-Mounted Photovoltaic System

DATE: September 7, 2017

**City Council Goals:**

To develop plans and pursue opportunities to protect natural resources. (#8)

**Purpose:**

To obtain Council's approval for requesting bids to construct a photovoltaic system on the roof of City Hall.

**Recommendation:**

Approve the publication of the Notice Inviting Bids for the Roof-Mounted Photovoltaic System, Job No. 9308.

**Background:**

The City Council has indicated an interest in constructing a photovoltaic (PV) system on City Hall for over a decade; an earlier Council directed that the City Hall Remodel Project relocate all Heating, Ventilation and Air Conditioning (HVAC) equipment from its original location on the roof to a ground-mounted location in the parking lot to maximize the footprint available for a future PV system.

**Discussion:**

The project was discussed with the Infrastructure, Utilities & Franchise Subcommittee on June 21, 2017 (see attached memorandum). The subcommittee's suggestions have been incorporated into the specifications attached to this staff report.

**Fiscal Impact:**

The engineer's estimate for this project is $600,000: Based on current market conditions, staff recommends establishing an overall project budget of $850,000.

The source of revenue for this project will be the General Fund, including payments required from developer Health Care Partners (HCP) to fund renewable energy projects within the city. (As a condition of development permit approval, HCP was required to make a cash contribution in the amount of $300,000 to the City. Additionally, HCP was conditioned to expend an additional $1.5M for implementation of an onsite renewable energy program, with the City having the option of reallocating up to $500,000 of this additional contribution to off-site renewable energy projects we were constructing.)

**Measure of Success:**

An installed PV system capable of approximately 175 kW.

**Attachments:**

- June 21, 2017 Memorandum
- Project Specifications

Director of Public Works/City Engineer

City Manager

A copy of supporting materials provided to the City Manager and Council Persons in connection with this agenda item is available for public inspection and copying at 50 Park Place, City of Brisbane Department of Public Works, Brisbane, CA, 94005. Telephone: (415) 508-2130.