



## **CITY OF COLTON**

### **City Hall**

650 N. La Cadena Drive  
Colton, CA 92324

Website: [www.coltonca.gov](http://www.coltonca.gov)

**Mayor Richard A. DeLaRosa**

**Council Members:**

David J. Toro – District 1

Ernest R. Cisneros – District 2

Frank J. Navarro – District 3

Dr. Luis S. González – District 4

Jack R. Woods – District 5

Isaac T. Suchil – District 6

City Treasurer Aurelio De La Torre

City Manager William R. Smith

City Attorney Carlos Campos

City Clerk Carolina R. Padilla

## **AGENDA**

### **SPECIAL MEETING**

#### **CITY COUNCIL,**

**SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY FOR THE CITY OF COLTON,**

**COLTON UTILITY AUTHORITY, COLTON PUBLIC FINANCING AUTHORITY,**

**COLTON HOUSING AUTHORITY**

#### **REGULAR MEETING**

**THURSDAY, MAY 17, 2018 - 5:00 P.M.**

### **COUNCIL CHAMBER**

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Said Special Meeting shall be for the purpose of studying and/or taking action on the following matters:

#### **OPEN SESSION**

**5:00 P.M.**

**OPEN SESSION CALLED TO ORDER**

**ROLL CALL**

**MAYOR AND COUNCIL ITEMS**

#### **GIFT DISCLOSURES**

*Prior to rendering a decision in any proceeding involving a license, permit, contract or other entitlement pending before the city council, any council member who has received been promised a gift or gifts aggregating \$50.00 or more in value within the preceding twelve months from a party or participant in the proceeding shall disclose that fact either orally or in writing during open session. This disclosure shall be made part of the official public record of the proceeding, either as part of the minutes of the meeting or as a separate writing filed with the city. (CMC Section 2.04.030)*

**AB 1234 ORAL REPORTS**

*Members of the city council shall provide brief reports on meetings attended at the expense of the city. (GC Section 53232.3(d))*

**PUBLIC COMMENT**

**Limit 3 Minutes**

*This is the portion of the meeting specifically set aside to invite your comments regarding Consent Calendar items and any matters within the jurisdiction of the City Council; however, any matter that requires action will be referred to staff for investigation and report at a subsequent Council meeting. The Council is prohibited by law from discussing or taking immediate action on items during this public comment period.*

*Persons desiring to submit paperwork to the City Council Members shall provide copy of any paperwork to the City Clerk for the Official Record.*

*Speakers will be limited to 3 minutes; provided, however, that the presiding officer shall have certain discretion to extend or limit time as provided for in the City Council Manual of Procedure.*

**ACTION ITEMS**

- (1) Approve the emergency purchase of 750 MCM cable from Wesco Utility, in the amount of \$230,315.63 in accordance with Colton Municipal Code 3.08.140(a). **[Staff Person: D. Kolk]**

**DISCUSSION ITEMS**

- (2) Fiscal Year 2018-19 Budget Workshop. **[Staff Person: S. Dabbs]**

**ADJOURNMENT**

**POSTING STATEMENT:**

I, Dawn Miller, Deputy City Clerk or my designee, hereby certify that a true and correct, accurate copy of the foregoing agenda was posted Tuesday, May 15, 2018, at least twenty-four (24) hours prior to the meeting per Government Code 54954.2, at the following locations:

City of Colton City Hall 650 N. La Cadena Drive  
City of Colton Website, [www.coltonca.gov](http://www.coltonca.gov)

**PROCEDURES FOR ADDRESSING CITY COUNCIL**

For the Official Record, it is requested that you obtain a card from the City Clerk and complete it by noting a specific

item number on the Agenda, if applicable, or you can identify the subject that you wish to address under the Public Comment portion of the Agenda. The City Council encourages public input on all City issues within the Rules of Decorum. Speakers will be limited to the time periods provided on the Agenda; provided, however, that the presiding officer shall have certain discretion to extend or limit time as provided for in the City Council Manual of Procedure.

### **RULES OF DECORUM**

To help conduct the business of the City Council in an orderly fashion, the City Council has adopted rules pertaining to decorum and order, as provided for in the City Council Manual of Procedure. The City Council will strictly enforce these rules in order to allow full expression of ideas and opinions by councilmembers, staff and the public. Generally, the City's rules of decorum prohibit comments or actions which willfully disrupt the meeting. All remarks and questions shall be addressed to the Council as a whole and not to any particular member. No individual Councilmember or member of the City staff shall be questioned without first obtaining permission from the Presiding Officer. The City Council asks that all persons - including councilmembers, staff and the public - act and speak respectfully.

### **NOTICE TO PUBLIC**

Staff reports or other written documentation relating to each item referred to, on the Agenda, are available for public inspection at the following locations: Office of the City Clerk, 650 N. La Cadena Drive, Colton, CA; City of Colton Public Library, 656 9<sup>th</sup> St., Colton, CA; or the City of Colton Internet Website, [www.coltonca.gov](http://www.coltonca.gov). Any person having questions concerning any item on the Agenda may call the City Clerk at 370-5191 to make inquiry concerning the nature of the item described on the Agenda. The City Clerk shall direct inquiries to the appropriate office.

All matters listed under the Consent Calendar are considered by the City Council to be routine and will all be enacted by one motion. There will be no separate discussion of these items prior to the time the City Council votes on the motion, unless councilmembers, staff or the public request that specific items be discussed and/or removed for separate discussions or action.

In compliance with the American with Disabilities Act, if you need special assistance to participate in a City Meeting, please contact the City Clerk's Office at 909-370-5001. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

### **LEGAL CHALLENGES**

If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

### **MANUAL OF PROCEDURE**

The City Council adopted its Manual of Procedure (MOP) pursuant to Resolution No. R-150-07; Amended by Minute Action on December 2, 2014 and adopted by Resolution No. R-03-15 on January 20, 2015. The MOP was amended by Minute Action on April 17, 2018. Copies are available in the Office of the City Clerk.

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## STAFF REPORT

DATE: MAY 17, 2018  
TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS  
FROM: BILL SMITH, CITY MANAGER *BS*  
PREPARED BY: DAVID X. KOLK, Ph.D., UTILITY DIRECTOR *Dxk*  
SUBJECT: PURCHASE OF MEDIUM VOLTAGE CABLE

### RECOMMENDED ACTION

It is recommended that the City Council approve the emergency purchase of 750 MCM cable from Wesco Distribution, in the amount of \$230,315.63, in accordance with Colton Municipal Code, Section 3.08.020(f) and Sections 3.08.140(a)(e).

### BACKGROUND

The City purchases various sizes of medium voltage underground distribution cable into the Electric Stores Inventory for use by the Colton Electric Department (CED) on an "as required" basis. When the inventory levels reach predetermined review points, or when special projects arise, cable is reordered based on projected usage as determined by the City's Electric Utility Systems Designer.

CED has a preventative underground replacement program that plans to replace 25,000 feet of underground cable per year. Cable is also used for repairs in response to outages caused by cable and equipment failure and for new development in the City.

### ISSUES/ANALYSIS

Recent development and unexpected outages have resulted in extreme low inventory levels of 750 MCM underground cable, with a 175 Mil polyethylene insulated jacket. These critical levels of supply are a threat to the reliability of the electric system as we are heading into the hot summer season. The standard delivery time for the cable is 12 weeks after receipt of order. The formal competitive bid process adds six to eight weeks to the standard lead-time. If CED were to experience any cable failures before the formal bidding process can be completed, the reliability of the electric system could be negatively impacted.

Colton Municipal Code (CMC), Section 3.08.140(a)(e), Exceptions to Competitive Bidding – non-public projects, Emergencies, and Purpose of Bidding is Otherwise Accomplished, both allow the City Manager to waive the formal bidding process when he determines it is in the best interest of the City. Specifically, Section 3.08.140(a), allows the City Manager to determine an emergency

exists when a situation “makes competitive bidding, either formal or informal, impractical or not in the best interest of the City”, as stated in CMC 3.087.020(f). The critically low supply of 750 MCM cable in City stock and the long standard lead times meets the definition of an emergency.

Section 3.08.140(e), of the CMC, also allows the City Manager to waive the formal public bidding process when he determines it is in the best interest of the City to do so, however, City Council concurrence is required for purchases over \$100,000.

The value of the competitive bidding process is very important not only to the City Council, but also to City Staff. As such, The City’s Purchasing Division issued an informal Emergency Request for Quotation and sent it to three vendors for the purchase of 750 MCM cable. None of the distributors or manufactures carry the 175 mil insulated jacket cable in stock. However, another manufacturer, Okonite, does have stock of the 750 MCM cable with a 220 mil jacket. This cable is compatible with CED’s system. Because of the emergency need to have cable in stock, City staff requested quotes for both sizes of cable. The vendors were informed that price and delivery terms would be used to determine the successful bidder.

All three bidders responded with pricing for the standard cable, with a 12-week delivery time. Two bidders were able to provide pricing on the 220 mil cable with a 2-week delivery time. Wesco Distribution is the low bidder for this cable, with a total cost of \$230,315.63. A bid analysis is attached showing the prices from each bidder on both sizes of 750 MCM cable.

The City Manager determines that there is an emergency requirement to purchase the underground cable to maintain the reliability of the electric system, in accordance with CMC, Section 3.08.020(f), and that it is in the best interest of the City to waive the formal public bidding process, and approve the emergency purchase of 750 MCM 220 mil cable from Wesco Distribution in the amount of \$230,315.63, in accordance with CMC Sections 3.08.140(a)(e).

## **FISCAL IMPACTS**

Medium voltage cable is purchased into Electric Stores Inventory, Account Number 520-1500-154, and is charged to the appropriate budget account when put in service. The Electric Department includes funds for cable purchases in its annual budget process in accounts 520-8000-8008-3890-0107-000 and 520-8000-8015-3890-0107-000.

## **ALTERNATIVES**

1. Provide alternative direction to staff.

## **ATTACHMENTS**

1. Informal Emergency Bid Analysis

