



## SUMMARY REPORT

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**Agenda Date:** 7/7/2020

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**To:** Board of Directors, Sonoma County Water Agency  
**Department or Agency Name(s):** Sonoma County Water Agency  
**Staff Name and Phone Number:** Hannah Salafia / 707-524-6435  
**Vote Requirement:** Majority  
**Supervisory District(s):** Countywide

**Title:**

Maintenance of Solar Photovoltaic Power Systems

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager to execute the First Amended Agreement for Maintenance of Solar Photovoltaic Power Systems with Energy Endeavors dba Westcoast Solar Energy to provide maintenance of solar photovoltaic power systems. The amended agreement increases the amount by \$40,000, expands the scope of work to include troubleshooting and minor repair, and extends the agreement term by five years for a new not-to-exceed agreement total of \$215,780 and end date of December 13, 2023.

**Executive Summary:**

Sonoma County Water Agency (Sonoma Water) owns solar photovoltaic power systems (Power Systems) that generate renewable electric power used by Sonoma Water enterprises. Sonoma Water requires a services provider to assess, inspect, test, clean, and perform maintenance on Sonoma Water Power Systems to ensure functionality and is adding troubleshooting and minor repair to this agreement.

**Discussion:**

HISTORY OF ITEM/BACKGROUND

Sonoma County Water Agency (Sonoma Water) owns solar photovoltaic power systems (Power Systems) at 404 Aviation Boulevard in Santa Rosa, Sonoma Valley County Sanitation District Treatment Plant, Airport-Larkfield-Wikiup Sanitation Zone Treatment Plant, and Geyserville Sanitation Zone Treatment Plant. Power Systems generate renewable electric power and related environmental attributes, which are aggregated and used by Sonoma Water enterprises. These Power Systems need periodic inspection, testing, and maintenance in order to work properly.

Sonoma Water and Energy Endeavors dba Westcoast Solar Energy (Service Provider) entered into an agreement for maintenance of solar photovoltaic power systems, dated June 13, 2018, in the amount of \$175,780.

During annual preventative maintenance, Service Provider often identifies deficiencies that can be cost effectively repaired by the Service Provider in a timely manner. Rather than entering into numerous small purchase orders, it would be more cost effective to add tasks to this agreement on an as-needed basis.

**SELECTION PROCESS**

On June 17, 2016, Sonoma Water issued a Request for Statements of Qualifications to 64 firms. The Request for Statements of Qualifications was also posted on the Sonoma Water and County Purchasing Department websites. The following ten firms submitted Statements of Qualifications:

1. Borrego Solar, Oakland CA
2. Eaton, Livermore CA
3. Hart, Yuba CA
4. IEC Corporation, Sacramento CA
5. Leete Generators, Santa Rosa CA
6. Lunardi Electric, Santa Rosa CA
7. Next Phase Solar/Enphase, Berkeley CA
8. Siemens, Hayward CA
9. Vince Sigal Electric, Inc., Santa Rosa CA
10. Energy Endeavors dba Westcoast Solar Energy, Rohnert Park CA

The following criteria were used to evaluate each firm:

- 1) Thoroughness of SOQ
- 2) Professional qualifications and demonstrated ability to perform the work
- 3) Exceptions to standard terms in the sample agreement

Energy Endeavors dba Westcoast Solar Energy (Service Provider) was selected from this list because of its extensive experience working with solar energy equipment and solar photovoltaic Power Systems. As an early adopter of Power Systems in 2006, Sonoma Water has some of the oldest Power Systems in the state. As the solar industry has matured, some of the components of these Power Systems have become obsolete. Service Provider's founders already had extensive experience when they founded Energy Endeavors dba Westcoast Solar Energy in 2009. Service Provider's staff are familiar with Power Systems as old as Sonoma Water's, as well as the availability and obsolescence of the equipment components. Service Provider is well known in the local solar community for its ability to perform condition assessments of Power Systems. In addition, Service Provider has proven, extensive experience in performing maintenance on such aging Power Systems to extend the useful life of these Sonoma Water assets. Collectively, Sonoma Water's Power Systems save approximately \$500,000 annually. Maintaining these Power Systems allows Sonoma Water to continue to realize such savings annually.

**SERVICES TO BE PERFORMED**

Under the proposed amended agreement, Service Provider will add troubleshooting and minor repair to the scope of work.

The additional cost is \$40,000, for a new not-to-exceed agreement total of \$215,780. The new end date is December 13, 2023.

The agreement includes two options for Sonoma Water to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

**Prior Board Actions:**

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6/11/2018: Approved agreement between Sonoma Water and Energy Endeavors dba Westcoast Solar Energy for maintenance of solar photovoltaic power systems. Cost \$175,780; term end 5/8/2023.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses	\$40,000		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$40,000</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$40,000		
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$40,000</b>		

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$40,000 is available from FY 2020/2021 appropriations for the ISF Power Fund. No additional appropriation is required.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Attachment 1: Amended Agreement with Energy Endeavors dba Westcoast Solar Energy

**Related Items "On File" with the Clerk of the Board:**

None.