



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council **Item No.** \_\_\_\_\_

**FROM:** City Manager

**SUBJECT:** Award of Design-Build Contract to Energy Smart Group for the City Hall Electric Vehicle Charging Station Installation Project

**MEETING DATE:** May 26, 2026

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### RECOMMENDATION

The City Council will consider adopting a Resolution:

1. Awarding a design-build contract to Energy Smart Group (ESG) for the total Construction Cost of \$261,026; and
2. Authorizing the Mayor to execute the contract with Energy Smart Group in a form approved by City Attorney and furthermore authorizing City Manager and Public Works Director to execute any amendments to the agreement with ESG; and
3. Authorizing up to 15% (\$39,154) of the construction cost in contingencies for unforeseen conditions, and up to 10% (\$30,018) of the total construction and contingencies costs for Construction Management, and Inspection; and
4. Authorizing to proceed with Construction Management and Inspection Service, pursuant to the existing on-call consultant services.

### BACKGROUND

To expand sustainable transportation infrastructure and reduce greenhouse gas emissions, the Public Works staff pursued funding through the Communities in Charge (CIC) rebate program to support the installation of electric vehicle (EV) charging stations at City Hall. ESG assisted the City with the engineering design and project development process, and as a result the City successfully secured the rebate.

The EV charging equipment specified in the rebate application is manufactured by ChargePoint, Inc. (ChargePoint), one of the nation's leading EV charging technology companies with an established presence in the public sector. ChargePoint's products are Energy Star certified and are compliance with Federal Risk and Authorization Management Program (FedRAMP). ChargePoint EV Charging Stations are deployed at public agencies

throughout the United States, including the City of Rancho Cucamonga and the City of Long Beach.

On April 27, 2026, ChargePoint formally designated ESG as its certified and exclusive authorized partner for the City of Commerce's EV charging infrastructure project. This designation is consistent with ChargePoint's standard channel management practice of assigning a single certified partner per project to maintain accountability, ensure system compatibility, and protect warranty and service continuity.

## **ANALYSIS**

The project consists of the supply, installation, commissioning, and activation of ChargePoint EV charging stations at the City Hall, including all associated electrical work, site preparation, equipment mounting, network configuration, and testing required for a fully operational EV charging system. The work performed shall comply with all applicable federal, state, and local laws and regulations, including California prevailing wage requirements.

Staff recommend awarding a construction contract to ESG based on the following:

1. The City was awarded rebate funding through the CIC program for the specific installation of ChargePoint equipment as outlined in the approved rebate application. The rebate agreement specifies the equipment and project parameters to which the City is bound. Substituting a different equipment manufacturer or installer not compatible with ChargePoint's certified partner requirements would jeopardize the City's rebate award and the financial benefits associated with this funding.
2. ChargePoint, Inc. holds an active cooperative purchasing Master Agreement with Sourcewell (Agreement No. 021825), a public agency cooperative established under Minnesota Statutes Section 123.21. Sourcewell's agreements are awarded through a competitive procurement process that satisfies competitive bidding requirements. ChargePoint's current agreement covers Electric Vehicle Supply Equipment (EVSE) and related services, including supply, installation, commissioning, software, and maintenance, and is valid through September 18, 2029, with extension options available.

ChargePoint's standard practice is to establish a single designated partner per project site to ensure accountability, streamline coordination, and guarantee project success. Accordingly, ChargePoint formally designated ESG as the exclusive certified partner for the City of Commerce's EV charging project. ESG is certified and authorized by ChargePoint to install EV Charging system throughout Los Angeles and Orange Counties. Engaging a non-certified or non-designated installer would risk voiding warranty protections, limit ongoing service support, and causing potential network activation failures, all outcomes contrary to the City's best interest and the terms of the CIC rebate agreement.

## FISCAL IMPACT

The total estimated cost for the design of the City Hall EV Charging Station Installation Project is \$330,198, which includes construction, contingencies, construction management, and inspection services. The City has been awarded a \$119,000 CIC rebate grant to partially offset project costs. The remaining estimated local share of approximately \$211,198 will be funded through existing appropriations within the approved CIP, utilizing available project savings from prior completed projects. No additional appropriation is required at this time.

The estimated project costs are summarized below:

Construction Cost	\$261,026
Construction Contingencies (15%)	39,154
Construction Management and Inspection (10%)	30,018
Total Estimated Project Cost	330,198
Less: Communities in Charge Grant	(119,000)
Required Local Funds	\$211,198

## ENVIRONMENTAL

The project is categorically exempt from the California Environmental Quality Act (CEQA) under Section 15301, Class 1 of the CEQA Guidelines. This exemption applies to the repair, maintenance, or minor alteration of existing public facilities involving negligible or no expansion of existing or former use.

## ALTERNATIVES

1. Approve the recommendation.
2. Reject the recommendation.
3. Provide staff with further directions.

## RELATIONSHIP TO STRATEGIC GOALS

This agenda item relates to the 2016 Strategic Plan, Community Quality of Life

### **Guiding Principle 4:**

Support and evaluate community services, programs and events that promote healthy and quality lifestyles for our residents. Enhance public safety and social services through innovative programs that meet the needs of the residential and business communities.

Recommended by: Shahid Abbas, Director of Public Works  
Fiscal Impact reviewed: Alvaro Castellon, Director of Finance  
Approved as to form by: Noel Tapia, City Attorney  
Respectfully submitted by: Ernie Hernandez, City Manager

## ATTACHMENTS:

1. Resolution
  - 1.1 Exhibit A – Communities in Charge Rebate Agreement
  - 1.2 Exhibit B – ChargePoint Designated Partner Letter
  - 1.3 Exhibit C – ChargePoint Sourcewell Contract (reference)
2. Draft Design-Build Contract - Energy Smart Group