



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Rick DeSantiago, Public Works Manager

Date: September 12, 2023

Subject: Agreement for Contractor Services with Quinn Company (DBA Quinn Power Systems) for Service & Maintenance of City-Owned Generators

Recommendation

Approve and authorize the City Manager to execute an Agreement for Contractor Services with Quinn Company (DBA Quinn Power Systems) for service and maintenance of City-owned Generators in an amount not to exceed \$30,000.00 per Fiscal Year for a term of three (3) years in such final form approved by the City Attorney and authorize the City Manager to execute change orders not to exceed a 10% contingency of \$3,000.00 for unanticipated costs.

Background

The City of Lake Elsinore owns six generators at various locations within the city. Quinn Company has provided preventative maintenance services and inspections to citywide facility generators for five years. Quinn Co. provides regular maintenance to ensure quality power throughout its service life. Preventative maintenance ensures that generators are ready to operate immediately and provide a reliable power source during a power failure, keeping critical operations functional.

Services Provided:

- Multi-Point Inspection – Check/adjust all fluid levels and pressures for correct operations. Check and inspect the air cleaner restriction gauge and air filter. Check the fuel tank for leaks. Check cooling system hoses, caps, and clamps for brittleness, leaks, cracks, and weakness. Check battery voltages, charging rates, fluids, and specific gravities.

- Annual Service – Change crankcase oil, fuel filters, and water separators. Draw fuel system sample analysis. Draw engine coolant sample for analysis.
- Cooling System Service – Drain, contain, and dispose of waste coolant. Replace all coolant hoses and clamps. Replace the radiator pressure caps. Replace engine thermostats and associated gaskets. Replace the engine fan belts and alternator drive belts. Refill the system with glycol antifreeze and conditioners.
- Loadbank Test – Connect resistive load bank as applicable to the generator. Test with requested load for 2 hours test duration. Return the unit to its original mode of operation.
- Fuel Sampling – Draw fuel from the fuel tank & submit it to the lab for analysis during PM services.
- Fuel Polishing – Restore fuel to optimum condition by eliminating entrained & suspended contaminants. All particulates are filtered down to 10 microns. Removal & disposal of all bottom water kills bacteria & fungus; apply diesel treatment.
- Alternator Winding – Perform a megohmmeter test on generator winding and measure winding insulation resistance.
- Starting Battery Replacement – Engine cranking batteries are removed and replaced. Engine cranking batteries will be tested under start-up load for voltage drop. Old battery disposal.
- Automatic Transfer Switch Inspection – Clean unit of dust and dirt accumulations. Clean open-type relays of dust/grease oil. Inspect the unit for signs of arcing, burning, hot spots, charring, or other damage.
- Inspect for loose, broken, or badly worn parts. Check terminal lugs and trip units for tightness/signs of overheating. Lubricate all components for proper operation as needed.

Discussion

Staff is satisfied with the services received from Quinn Company and would like to continue with the preventative maintenance services and inspections for citywide facility generators. This Contractor Services Agreement will continue to perform preventative maintenance services and inspections at the following locations:

- Fire Station #94
- Fire Station #85
- City Hall
- Fire Station #97
- Storm Stadium
- Launch Pointe

Fiscal Impact

Funds are available in the City's Fiscal Year 23/24 Annual Operating Budget.

Attachments

Attachment 1 – Agreement

Exhibit A - Proposal