



PUBLIC WORKS DEPARTMENT

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CITY COUNCIL STAFF REPORT

Date: April 21, 2026

Subject

Award of construction contract for the Service Center Electric Vehicle Infrastructure Project to Lilypad EV, LLC in the amount of \$592,475; authorization to execute the construction contract, related change orders, and easement agreement for electrical facilities; and approval of budget modification #2526-438 accepting grant funding and increasing appropriations by \$225,230.

Recommended Action

1. Award a construction contract for the Service Center Electric Vehicle Infrastructure Project in the amount of \$592,475 to Lilypad EV, LLC;
2. Authorize the City Manager to execute the construction contract when all conditions have been met;
3. Authorize the Director of Public Works to execute any necessary change orders up to a construction contingency amount of \$59,248 (10%) for a total contract of \$651,723;
4. Authorize the Director of Public Works to execute an easement agreement with Pacific Gas and Electric Company (PG&E) for electrical facilities necessary to serve the project; and
5. Adopt Resolution No. 26-XXX accepting up to \$225,230 in community resilience grant funding from Silicon Valley Clean Energy, appropriating monies for the Service Center Electric Vehicle Infrastructure Project (420-99-272); and approve Budget Modification No. 2526-438, increasing appropriations by \$225,230.

Background

The State of California, through the California Air Resources Board (CARB), has adopted Zero-Emission Vehicle (ZEV) regulations requiring public agencies to transition fleet vehicles from internal combustion engines to zero-emission alternatives. In response to these requirements, the City of Cupertino has begun replacing City fleet vehicles with electric vehicles as part of its ongoing fleet replacement and sustainability efforts.

The City Service Center serves as the primary operational and maintenance hub for the City's fleet. As vehicles are replaced annually, electric vehicles (EV) are added to the fleet, if possible. Currently the City has a total of six (6) EVs and on-site charging infrastructure is required to support daily operations to ensure the reliability and availability of City vehicles.

The proposed project includes the installation of EV charging infrastructure at the City Service Center for exclusive use by City-owned fleet vehicles. The project scope includes:

- Installation of nine (9) Level 2 and one (1) DC Fast EV charging stations
- Electrical service upgrades including transformers, panelboards, and main switchboards
- Trenching, conduit installation, wiring, and panel modifications

The infrastructure is designed to support current electric fleet vehicles and will allow for future expansion as additional EVs are added to the City fleet.

The City has received a \$225,230 grant from the Silicon Valley Clean Energy (SVCE) Noncompetitive Member Agency Grant Program. The grant, if accepted by the City, will be added to the existing funding for the project, as specified in the draft Resolution (Attachment C). Staff will utilize the grant fund fully before using City funds for the project. Any remaining funds upon project completion will be returned to the Capital Reserve.

Reasons for Recommendation

On February 9, the City publicly advertised the Project and posted the bid documents on the City's website at <https://apps.cupertino.org/bidManagement/index.aspx>. Staff held a non-mandatory pre-bid meeting on February 25, and thirteen (13) contractors attended the meeting.

On March 5, 2026, the following seven (7) bids were received:

Bidder	Bid Amount
Engineers Estimate	\$880,000
Lilypad EV, LLC	\$592,475.00
Nema Construction	\$658,520.00
Ethos Electrical, Inc.	\$700,000.00
Rodan Builders, Inc.	\$713,777.00
Incharge Energy, Inc.	\$740,848.04
SCC Electric, Inc.	\$775,000.00
4 Points Power, Inc.	\$788,099.80

The Public Works Department reviewed the bids for completeness, responsiveness and compliance with bid specifications. The apparent low bid received from Lilypad EV, LLC, was deemed to be the lowest responsive and responsible bid per the Instruction to Bidders and Cupertino Municipal Code Section 3.23.

The contractor, Lilypad EV, has the experience and qualifications to complete the project. Lilypad EV, LLC has completed similar installations of electric vehicle charging stations within both private and public sectors. Based on the contractor's experience and performance with other agencies, staff recommends awarding the construction contract (Attachment A) to Lilypad EV, LLC in the amount of \$592,475.00 and include a 10% construction contingency in the amount of \$59,248, for a total contract funding amount not to exceed \$651,723. Construction

contingency covers other costs that could be incurred due to unforeseen circumstances and is a typical contracting best practice.

A draft construction contract is included as Attachment A while the full project specifications can be found on the City's Business Opportunities website at: <https://apps.cupertino.org/details/832>.

Pacific Gas and Electric Company (PG&E) requires the execution of an easement (Attachment B) to allow PG&E to install, operate, maintain, and access electrical facilities necessary to serve the proposed EV charging infrastructure at the City Service Center. The easement will be located within City-owned property and is required to support electrical service upgrades associated with the project.

Execution of the easement will allow PG&E to perform necessary work to provide reliable electrical service to the EV charging stations and ensure compliance with PG&E standards and requirements. The easement does not affect public access or existing City operations at the Service Center and is consistent with the intended public use of the property.

Approval of the draft resolution will allow the City to accept Community Resilience grant funding from Silicon Valley Clean Energy and approve a budget modification to appropriate the funds for the Service Center Electric Vehicle Infrastructure Project.

Sustainability Impact

The installation of EV charging infrastructure supports the City's Climate Action Plan 2.0's goal of carbon neutrality by 2040 by reducing greenhouse gas emissions. Electrification of the City fleet contributes to improved air quality, decrease overall fleet operating costs, lower fuel consumption and aligns with broader State and regional climate initiatives.

Fiscal Impact

The estimated total cost of the EV charging infrastructure project is approximately \$651,723 which includes equipment procurement, installation, and associated electrical upgrades. Funding of \$560,000 was allocated in FY24-25 within the Capital Improvement Program (420-99-272) for this project. The City received additional funding of \$225,230 from the Silicon Valley Clean Energy Noncompetitive Member Agency Grant Program. The total funding of \$785,230 is sufficient, and no additional appropriation is being requested.

Any costs associated with the easement are included in the overall project budget and are not expected to result in additional fiscal impact beyond the approved project funding.

Ongoing operational costs are expected to be minimal and are expected to be offset by reduced fuel and maintenance expenses associated with electric vehicles.

Fiscal Summary

Current Funding Status	Amount
City Approved Funds FY24-25	\$560,000
SVCE Noncompetitive Member Agency Grant Program - FY25-26 Budget Modification <i>(Recommended Actions #5-6)</i>	\$225,230
New Project Budget (420-99-272)	\$785,230

Proposed Contract and Current Expenditures/Encumbrances	Amount
Expenses to date	(\$9,645)
Lilypad EV, LLC Contract total including 10% contingency <i>(Recommended Actions #1-3)</i>	(\$651,723)
Subtotal:	(\$661,368)

Remaining Funds: \$123,862

City Work Program (CWP) Item/Description

None

Council Goal:

Environmental Sustainability, Transportation

California Environmental Quality Act

This project is categorically exempt from CEQA under §15301 and §15303.

Prepared by: Jimmy Tan, P.E., Assistant Director of Public Works

Reviewed by: Chad Mosley, P.E., Director of Public Works

Approved for Submission by: Tina Kapoor, City Manager

Attachments:

A – Draft Contract

B – PG&E Easement

C – Draft Resolution Grant Acceptance and Budget Modification