

COUNCIL ACTION FORM

SUBJECT: ELECTRIC SERVICES UNDERGROUND TRENCHING CONTRACT

BACKGROUND:

On January 13, 2015, City Council approved preliminary plans and specifications for the Electric Services Underground Trenching Contract. This contract consists of a contractor furnishing all equipment, tools, labor, and materials not supplied by Electric Services for excavating, trenching, directional boring, and backfilling for installation of conduits, ground sleeves, box pads, vaults, handholes, and other appurtenances. This consists of emergency service, as well as regularly planned repairs and services.

This contract is to provide underground trenching services for the period from the award date through June 30, 2015. This will enable this and future renewals to coincide with the City's fiscal year. The contract also includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to twenty-two companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published in the Ames Tribune. The bid was also sent to two plan rooms.

On February 12, 2015, three bids were received as shown on the attached report. Electric Services staff reviewed the bids and determined that, based on the summation of services typically received, the bid submitted by Ames Trenching & Excavating of Ames is the lowest bid.

Council should note that the bidding document included a provision that "this contract may be awarded to multiple contractors. The primary contractor will be given a majority of the available work. Should the primary contractor be unable to meet an individual project's completion schedule as established by the Owner, the individual project may be issued to a secondary contractor to complete."

As a result, staff determined that it would be in the utility's best interest to award \$112,500, or 75% of the budgeted \$150,000 amount, to Ames Trenching & Excavating, Ames, Iowa; and to designate that company as the primary contractor for these services. The balance of \$37,500, or 25% of \$150,000, would be awarded to Communication Technologies, LLC, Des Moines, IA, and that company would be designated as the secondary contractor. The secondary contractor will only be utilized if the primary is busy and cannot meet a required project deadline.

The total amount to be awarded for this contract will be a time and materials cost not to exceed \$150,000. The approved FY 2014/15 operating budget contains \$108,000 unencumbered for these services. Additional funds, if required, are available from the underground materials budget. The trenching and excavation services covered by this contract would also be used for the relocation of Electric Services facilities to clear sites for Public Works roadway improvement projects. Funds have been designated in various CIP projects for those relocation activities.

ALTERNATIVES:

1. a. Award the **primary contract** for the Underground Trenching Contract for Electric Services to Ames Trenching & Excavating, Ames, IA, for hourly rates and unit prices bid, in an amount not-to-exceed \$112,500.
- b. Award the **secondary contract** for the Underground Trenching Contract for Electric Services to Communication Technologies, Des Moines, IA, for hourly rates and unit prices bid, in an amount not-to-exceed \$37,500.

Each contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms at stated rates.

2. Reject all bids and purchase underground trenching services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

These services are necessary to provide trenching and excavation for new construction, maintenance, and emergency repair activities for Electric Services. This contract will establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service and helping to control costs.

Having two contractors under contract allows the City to assign work to the secondary contractor if the primary contractor is busy and is unable to meet required project deadlines. This should reduce delays to project schedules.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.



ITB 2015-071 Underground Trenching Contract for Electric Services Bid Summary

Bidder:		Ames Trenching & Excavating, Inc. Ames, IA				Communication Technologies, LLC. Des Moines IA				Communication Data Link Grimes, IA			
Description	Est. # Units	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price
Trenching - Normal Depth	2000	\$10.00		\$10.00	\$20,000.00	\$9.50	\$0.25	\$9.75	\$19,500.00	\$5.50		\$5.50	\$11,000.00
Trenching - Extra Depth	400	\$13.00		\$13.00	\$5,200.00	\$11.75		\$11.75	\$4,700.00	\$6.50		\$6.50	\$2,600.00
Trenching -Shallow Depth	250	\$7.00		\$7.00	\$1,750.00	\$6.50	\$0.25	\$6.75	\$1,687.50	\$5.50		\$5.50	\$1,375.00
Install 1" Flex Duct in Trench	250	\$1.00		\$1.00	\$250.00	\$0.75		\$0.75	\$187.50	\$1.50		\$1.50	\$375.00
Install 2" PVC Duct in Trench	2000	\$1.50		\$1.50	\$3,000.00	\$1.25		\$1.25	\$2,500.00	\$2.00		\$2.00	\$4,000.00
Install 4" PVC Duct in Trench	1000	\$2.00		\$2.00	\$2,000.00	\$1.75		\$1.75	\$1,750.00	\$2.75		\$2.75	\$2,750.00
Install 6" PVC Duct in Trench	400	\$3.00		\$3.00	\$1,200.00	\$2.75		\$2.75	\$1,100.00	\$3.00		\$3.00	\$1,200.00
Concrete Encasement of Duct	500	\$30.00		\$30.00	\$15,000.00	\$19.00	\$10.00	\$29.00	\$14,500.00	\$120.00		\$120.00	\$60,000.00
Directional Bore 2" Flex Duct	1000	\$11.00		\$11.00	\$11,000.00	\$14.75		\$14.75	\$14,750.00	\$8.50		\$8.50	\$8,500.00
Directional Bore 4" Flex Duct	1000	\$20.00		\$20.00	\$20,000.00	\$24.75		\$24.75	\$24,750.00	\$9.50		\$9.50	\$9,500.00
Directional Bore 6" Flex Duct	1000	\$35.00		\$35.00	\$35,000.00	\$39.75		\$39.75	\$39,750.00	\$12.00		\$12.00	\$12,000.00
Excavation By Hand	100	\$45.00		\$45.00	\$4,500.00	\$48.00		\$48.00	\$4,800.00	\$80.00		\$80.00	\$8,000.00
Excavation By Machine	25	\$100.00		\$100.00	\$2,500.00	\$120.00		\$120.00	\$3,000.00	\$210.00		\$210.00	\$5,250.00
Mechanical Tamping By Hand	100	\$50.00		\$50.00	\$5,000.00	\$58.00		\$58.00	\$5,800.00	\$150.00		\$150.00	\$15,000.00
Mech. Tamping by Machine	25	\$110.00		\$110.00	\$2,750.00	\$105.00		\$105.00	\$2,625.00	\$210.00		\$210.00	\$5,250.00
Install Small Enclosure	20	\$200.00		\$200.00	\$4,000.00	\$199.00	\$25.00	\$224.00	\$4,480.00	\$1,500.00		\$1,500.00	\$30,000.00
Install Medium Enclosure	8	\$250.00		\$250.00	\$2,000.00	\$224.00	\$25.00	\$249.00	\$1,992.00	\$2,500.00		\$2,500.00	\$20,000.00
Install Large Enclosure	4	\$300.00		\$300.00	\$1,200.00	\$249.00	\$50.00	\$299.00	\$1,196.00	\$3,500.00		\$3,500.00	\$14,000.00
Install Enclosure w/ Above Grade	20	\$200.00		\$200.00	\$4,000.00	\$174.00	\$50.00	\$224.00	\$4,480.00	\$1,500.00		\$1,500.00	\$30,000.00
Install Enclosure in Sidewalk	12	\$300.00		\$300.00	\$3,600.00	\$350.00		\$350.00	\$4,200.00	\$1,000.00		\$1,000.00	\$12,000.00
Install Switchgear Boxpad	6	\$700.00		\$700.00	\$4,200.00	\$649.00	\$50.00	\$699.00	\$4,194.00	\$1,500.00		\$1,500.00	\$9,000.00
Install 1-ph Primary Enclosure	6	\$350.00		\$350.00	\$2,100.00	\$274.00	\$75.00	\$349.00	\$2,094.00	\$1,500.00		\$1,500.00	\$9,000.00
Install 3-ph Primary Enclosure	12	\$350.00		\$350.00	\$4,200.00	\$309.00	\$50.00	\$359.00	\$4,308.00	\$2,500.00		\$2,500.00	\$30,000.00
Install 1-ph FG Transformer Pad	20	\$400.00		\$400.00	\$8,000.00	\$299.00	\$50.00	\$349.00	\$6,980.00	\$1,500.00		\$1,500.00	\$30,000.00
Install 3-ph Conc Pad (6'x6')	6	\$3,600.00		\$3,600.00	\$21,600.00	\$3,000.00	\$495.00	\$3,495.00	\$20,970.00	\$2,000.00		\$2,000.00	\$12,000.00
Install 3-ph Conc Pad (9'x9')	2	\$4,700.00		\$4,700.00	\$9,400.00	\$3,704.00	\$795.00	\$4,499.00	\$8,998.00	\$2,500.00		\$2,500.00	\$5,000.00
Concrete Removal (Cu Yd)	25	\$50.00		\$50.00	\$1,250.00	\$69.00		\$69.00	\$1,725.00	\$75.00		\$75.00	\$1,875.00
Concrete Installation (Cu Yd)	25	\$250.00		\$250.00	\$6,250.00	\$109.00	\$90.00	\$199.00	\$4,975.00	\$120.00		\$120.00	\$3,000.00
Bollard Installation	8	\$300.00		\$300.00	\$2,400.00	\$324.00	\$75.00	\$399.00	\$3,192.00	\$350.00		\$350.00	\$2,800.00
Grass Seed and 1 Watering	20	\$200.00		\$200.00	\$4,000.00	\$148.00	\$1.00	\$149.00	\$2,980.00	\$250.00		\$250.00	\$5,000.00
Pothole for Buried Utilities	100	\$140.00		\$140.00	\$14,000.00	\$199.00		\$199.00	\$19,900.00	\$100.00		\$100.00	\$10,000.00
OVERALL PRICE:		\$221,350.00				\$238,064.00				\$370,475.00			
MATERIALS:		Cost plus 15%				Cost plus 20%				Cost plus 30%			
MISC. RATES:													
SUBSISTENCE:		\$0.00				0%							
TRAVEL:		\$0.00				0%							
MILEAGE:		\$0.00				0%							
PROPOSED PRICE INCREASES FOR RENEWAL PERIODS:													
LABOR RATES:		5%				3%				2%			
EQUIPMENT & TOOLS:		5%				3%				2%			