

**COUNCIL ACTION FORM**

**SUBJECT: UNDERGROUND TRENCHING CONTRACT FOR ELECTRIC SERVICES**

**BACKGROUND:**

Electric Services requires trenching and excavation services as part of new construction or maintenance projects. These services are occasionally needed during off hours as part of emergency repairs. On May 14, 2019, City Council approved preliminary plans and specifications for an Underground Trenching Contract for Electric Services. The current contracts for this work expire June 30, 2019, and there are no remaining renewal options.

The scope of work 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. The work also includes the necessary clearing, sheeting and shoring, boring and jacking, dewatering, pipe embedment, and other appurtenant work.

The bidding documents provide for award to multiple contractors. This has been in practice under the current contract and has worked well to meet deadlines. The primary contractor would be given a majority of the work. Should the primary contractor be unable to meet the City's required completion date on an individual work order under the contract, that individual project work can be issued to a secondary contractor in order to meet the City's required completion date.

The proposed contract documents call for services under this contract to be provided from July 1, 2019, through June 30, 2020. The City would have the option to renew the contracts for up to four additional one-year terms, subject to approval by City Council.

Bid documents were distributed to thirteen potential bidders and three plan rooms. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published on the websites of a contractor plan room service with statewide circulation and the Iowa League of Cities.

On June 12, 2019, four bids were received. One of the bids was determined to be non-response. The three responsive bids are shown on the attached bid report.

Ames Trenching & Excavating, Inc., Ames, Iowa	See attached report
Zoske Electrical Services, Inc., Iowa Falls, Iowa	See attached report
Dig America, Inc., St. Cloud, Minnesota/Bondurant Iowa	See attached report
Communication Data Link , Grimes, Iowa	Not responsive

The total amount to be awarded for this contract would be on a time and materials cost basis not to exceed \$300,000. Invoices would be based on unit prices bid and actual work performed. The approved FY 2019/20 operating budget for outside services includes \$300,000 for services under this contract. Additional funds, if required, are available from the underground materials budget.

It has been a past practice with this bid in particular to award a primary contract to the lowest qualifying bidder and a secondary contract to the next lowest bidder. This is done to avoid delays in projects if the primary contractor cannot respond in a timely fashion.

The Electrical Engineer has reviewed the bids and is satisfied that the low bidder, Ames Trenching & Excavating, Inc. can successfully perform the work as primary contractor. This company has successfully provided these services under the previous contract.

The second low bidder, Zoske Electrical Services, Iowa Falls, has not previously done work for the City, but has provided references and experience with similar work. This company would be the secondary/backup contractor.

**ALTERNATIVES:**

- 1) a. Award primary contract for FY 2019-20 Underground Trenching Contract for Electric Services Department to Ames Trenching & Excavating, Inc., Ames, Iowa, in an amount not to exceed \$200,000.
- b. Award secondary contract for FY 2019-20 Underground Trenching Contract for Electric Services Department to Zoske Electrical Services, Inc., Iowa Falls, Iowa, in an amount not to exceed \$100,000.

Invoices will be based on contract rates for services actually received.

- 2) Award the contract to another bidder.
- 3) Reject bids for Underground Trenching Contract FY 2019/20 and attempt to purchase these services on an as-needed basis.

**MANAGER'S RECOMMENDED ACTION:**

These services provide trenching and excavation for new construction, maintenance, and emergency repair activities of the Electric Services Department. The annual renewable contracting process reduces the City's exposure to market forces regarding prices and availability for labor, equipment, travel, and supplies for these services.

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

INVITATION TO BID NO. 2019-134  
UNDERGROUND TRENCHING CONTRACT

Bid Item and Estimated Annual Quantity				Ames Trenching & Excavating, Inc. Ames, Iowa				Zoske Electrical Service, Inc. Iowa Falls, Iowa				Dig America, Inc. St. Cloud, Minnesota			
Unit	Description	UOM	of Units	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price
A	TR-N	Trenching - Normal Depth	FT	2000		\$ 12.16	\$ 24,320.00	\$ 2.75	\$ -	\$ 2.75	\$ 5,500.00	\$ 18.50	\$ -	\$ 18.50	\$ 37,000.00
B	TR-X	Trenching - Extra Depth	FT	400		\$ 15.80	\$ 6,320.00	\$ 3.00	\$ -	\$ 3.00	\$ 1,200.00	\$ 25.00	\$ -	\$ 25.00	\$ 10,000.00
C	TR-SH	Trenching -Shallow Depth	FT	250		\$ 8.51	\$ 2,127.50	\$ 2.75	\$ -	\$ 2.75	\$ 687.50	\$ 13.00	\$ -	\$ 13.00	\$ 3,250.00
D	DUCT-1	Install 1" Flex Duct in Trench	FT	250		\$ 1.22	\$ 305.00	\$ 1.92	\$ 0.87	\$ 2.79	\$ 697.50	\$ 1.90	\$ 0.25	\$ 2.15	\$ 537.50
E	DUCT-2	Install 2" PVC Duct in Trench	FT	2000		\$ 1.82	\$ 3,640.00	\$ 4.59	\$ 1.22	\$ 5.81	\$ 11,625.00	\$ 2.00	\$ 0.35	\$ 2.35	\$ 4,700.00
F	DUCT-4	Install 4" PVC Duct in Trench	FT	1000		\$ 2.43	\$ 2,430.00	\$ 1.67	\$ 2.88	\$ 4.55	\$ 4,550.00	\$ 2.40	\$ 0.50	\$ 2.90	\$ 2,900.00
G	DUCT-6	Install 6" PVC Duct in Trench	FT	400		\$ 3.65	\$ 1,460.00	\$ 7.08	\$ 4.16	\$ 11.24	\$ 4,497.33	\$ 3.50	\$ 0.75	\$ 4.25	\$ 1,700.00
H	CONC. ENC.	Concrete Encasement of Duct	CU YD	500		\$ 54.31	\$ 27,155.00	\$ 35.00	\$ 162.50	\$ 197.50	\$ 98,750.00	\$ 76.83	\$ 175.00	\$ 251.83	\$ 125,915.00
I	BORE-2	Directional Bore 2" Flex Duct	FT	1000		\$ 13.37	\$ 13,370.00	\$ 15.00	\$ 1.34	\$ 16.34	\$ 16,340.00	\$ 18.00	\$ -	\$ 18.00	\$ 18,000.00
J	BORE-4	Directional Bore 4" Flex Duct	FT	1000		\$ 24.31	\$ 24,310.00	\$ 15.00	\$ 4.12	\$ 19.12	\$ 19,120.00	\$ 30.00	\$ -	\$ 30.00	\$ 30,000.00
K	BORE-6	Directional Bore 6" Flex Duct	FT	1000		\$ 42.54	\$ 42,540.00	\$ 23.00	\$ 6.88	\$ 29.88	\$ 29,880.00	\$ 45.00	\$ -	\$ 45.00	\$ 45,000.00
L	HAND EX.	Excavation By Hand	HR	100		\$ 54.31	\$ 5,431.00	\$ 58.00	\$ -	\$ 58.00	\$ 5,800.00	\$ 103.00	\$ -	\$ 103.00	\$ 10,300.00
M	MACH. EX.	Excavation By Machine	HR	25		\$ 121.28	\$ 3,032.00	\$ 85.00	\$ -	\$ 85.00	\$ 2,125.00	\$ 500.00	\$ -	\$ 500.00	\$ 12,500.00
N	HAND TAMP	Mechanical Tamping By Hand	HR	100		\$ 60.78	\$ 6,078.00	\$ 58.00	\$ -	\$ 58.00	\$ 5,800.00	\$ 159.00	\$ -	\$ 159.00	\$ 15,900.00
O	MACH. TAMP	Mech. Tamping by Machine	HR	25		\$ 133.71	\$ 3,342.75	\$ 58.00	\$ 14.00	\$ 72.00	\$ 1,800.00	\$ 240.00	\$ -	\$ 240.00	\$ 6,000.00
P	ENC- SM	Install Small Enclosure	EA	20		\$ 243.10	\$ 4,862.00	\$ 185.00	\$ 463.00	\$ 648.00	\$ 12,960.00	\$ 343.00	\$ 20.00	\$ 363.00	\$ 7,260.00
Q	ENC-MD	Install Medium Enclosure	EA	8		\$ 303.88	\$ 2,431.04	\$ 339.50	\$ 826.00	\$ 1,165.50	\$ 9,324.00	\$ 686.00	\$ 40.00	\$ 726.00	\$ 5,808.00
R	ENC-LG	Install Large Enclosure	EA	4		\$ 364.65	\$ 1,458.60	\$ 650.00	\$ 970.00	\$ 1,620.00	\$ 6,480.00	\$ 1,029.00	\$ 60.00	\$ 1,089.00	\$ 4,356.00
S	ENC-AG	Install Enclosure w/ Above Grade Lid	EA	20		\$ 243.10	\$ 4,862.00	\$ 275.00	\$ 412.00	\$ 687.00	\$ 13,740.00	\$ 1,372.00	\$ 60.00	\$ 1,432.00	\$ 28,640.00
T	ENC-SW	Install Enclosure in Sidewalk	EA	12		\$ 364.65	\$ 4,375.80	\$ 650.00	\$ 412.00	\$ 1,062.00	\$ 12,744.00	\$ 750.00	\$ 50.00	\$ 800.00	\$ 9,600.00
U	ENC-SWGR	Install Switchgear Boxpad	EA	6		\$ 850.85	\$ 5,105.10	\$ 375.00	\$ 387.00	\$ 762.00	\$ 4,572.00	\$ 1,029.00	\$ 150.00	\$ 1,179.00	\$ 7,074.00
V	JB-1PH	Install 1-ph Primary Enclosure	EA	6		\$ 425.43	\$ 2,552.58	\$ 375.00	\$ 418.00	\$ 793.00	\$ 4,758.00	\$ 700.00	\$ 35.00	\$ 735.00	\$ 4,410.00
W	JB-3PH	Install 3-ph Primary Enclosure	EA	12		\$ 425.43	\$ 5,105.16	\$ 375.00	\$ 653.00	\$ 1,028.00	\$ 12,336.00	\$ 1,400.00	\$ 60.00	\$ 1,460.00	\$ 17,520.00
X	XFMR-1PH	Install 1-ph FG Transformer Pad	EA	20		\$ 486.20	\$ 9,724.00	\$ 375.00	\$ 361.00	\$ 736.00	\$ 14,720.00	\$ 1,715.00	\$ 50.00	\$ 1,765.00	\$ 35,300.00

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Unit	Description	UOM	of Units	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price	
Y	XFMR-3PH6	Install 3-ph Conc Pad (6'x6')	EA	6			\$ 4,375.82	\$ 26,254.92	\$ 250.00	\$ 1,320.00	\$ 1,570.00	\$ 9,420.00	\$ 2,058.00	\$ 750.00	\$ 2,808.00	\$ 16,848.00
Z	XFMR-3PH9	Install 3-ph Conc Pad (9'x9')	EA	2			\$ 5,712.88	\$ 11,425.76	\$ 455.00	\$ 1,320.00	\$ 1,775.00	\$ 3,550.00	\$ 4,120.00	\$ 1,650.00	\$ 5,770.00	\$ 11,540.00
AA	PCC-REM	Concrete Removal	CU YD	25			\$ 60.75	\$ 1,518.75	\$ 120.00	\$ 30.00	\$ 150.00	\$ 3,750.00	\$ 500.00	\$ 70.00	\$ 570.00	\$ 14,250.00
BB	PCC	Concrete Installation	CU YD	25			\$ 303.88	\$ 7,597.00	\$ 38.40	\$ 140.00	\$ 178.40	\$ 4,460.00	\$ 1,620.00	\$ 300.00	\$ 1,920.00	\$ 48,000.00
CC	BOLLARD	Bollard Installation	EA	8			\$ 364.65	\$ 2,917.20	\$ 165.00	\$ 285.00	\$ 450.00	\$ 3,600.00	\$ 700.00	\$ 370.00	\$ 1,070.00	\$ 8,560.00
DD	SEEDING	Grass Seed & 1 Watering	SQ YD	200			\$ 243.10	\$ 48,620.00	\$ -	\$ 4.68	\$ 4.68	\$ 936.00	\$ 13.50	\$ 3.25	\$ 16.75	\$ 3,350.00
EE	CORE-PVMNT	Pothole for Buried Utilities in Pavement	HR	100			\$ 200.17	\$ 20,017.00	\$ 150.00	\$ -	\$ 150.00	\$ 15,000.00	\$ 446.00	\$ 50.00	\$ 496.00	\$ 49,600.00
FF	CORE-GRASS	Pothole for Buried Utilities in Grass	HR	50			\$ 170.17	\$ 8,508.50	\$ 125.00	\$ -	\$ 125.00	\$ 6,250.00	\$ 324.00	\$ 35.00	\$ 359.00	\$ 17,950.00
<b>TOTAL ESTIMATED BASE COST</b>								<b>\$ 333,196.66</b>				<b>\$ 346,972.33</b>				<b>\$ 613,768.50</b>
All materials not supplied by City of Ames.					Cost + 15%				Cost + 30 %				Cost + 25 %			
Equipment and Tools (to provide list)					List provided				List provided				List provided			
Subsistence					\$ -				\$135 per day per employee when needed				\$ -			
Travel					\$ -				\$65 per hour per truck				\$ -			
Mileage					\$ -				\$2.00 per mile for the large truck each way from Iowa Falls				\$3.00 per mile			
<b>Price increases for renewal periods:</b>																
Labor rates					5% per year				3% per year				5% per year			
Other:																
					_____ % per year				_____ % per year				Unit pricing		5% per year	
					_____ % per year				_____ % per year				Equipment & tools		5% per year	
					_____ % per year				_____ % per year				Misc. rates		5% per year	
Office location					1509 E Lincoln Way Ames				833 Brooks Road Iowa Falls				1350 Prairie Drive Bondurant			
warehouse location					same				same				same			
Guaranteed response time					guaranteed 4 hours				on site 2 hours for emergency services				guaranteed 3 hours			