

COUNCIL ACTION FORM

**SUBJECT: ENGINEERING SERVICES CONTRACT FOR VET MED ELECTRIC
SUBSTATION EXPANSION**

BACKGROUND:

The expansion of the Vet Med Electric Substation is needed to accommodate Iowa State University's Vet Med Campus load additions, football stadium load additions, and Ames' load additions south of Highway 30 and along 16th Street in the vicinity of the Vet Med Substation. This project has been advanced to accommodate ISU's advanced schedule for the Vet Med Campus load additions. The cost and scope of the project have been increased to include an additional transformer to better accommodate Ames' and ISU's future needs for capacity and reliable service in this area.

This portion of the project is for the engineering which involves the analysis, design, drawings and specifications development, construction contract preparation, and detailed cost estimates for the addition of two new 69/13.8-kV 15/20/25 MVA power transformers and all associated switchgear, protective devices and feeders. **The scope of work also requires the engineering firm to provide an approved bidders list for all major equipment purchases and a detailed engineer's estimate.**

On March 15, 2010, the proposal document was issued to fourteen firms for proposals. On April 1, staff received competitive sealed proposals for engineering services from nine firms. These proposals were then sent to a committee for evaluation. The committee consisted of a Power Plant Engineer, the Electrical Engineering Manager and the Chief Electrical Engineer from the Utilities division of Iowa State University.

Overall, this proposal evaluation process consisted of two separate rounds of scoring by members of the committee. The initial round had the committee members independently evaluating and scoring all nine of the proposals in two separate steps. In the first step, the proposals were evaluated based on compliance with proposal documents and the exceptions each responder took to the terms and conditions of the proposal. Each of those two criteria was rated on a Pass / Fail basis. In the second step, the evaluations were based on price, knowledge, capabilities, skills and abilities of the proposed team based on resumes submitted; and the firm's experience list with similar projects.

After the initial round of scoring, the committee met and discussed the results, determining the top three finalists. Those three finalists were again independently scored using the criteria listed in the second step stated previously.

Based on the matrix, the averaged scores are:

RESPONDERS	AVERAGED SCORE
Electrical Consultants	870.00
Dewild Grant Reckert & Associates Company	866.67
Burns & McDonnell	740.33

Each score was based on a scale of 1 to 10. Overall, 1,000 possible points were available cumulatively for each company that responded.

Electrical Consultants' proposal included a schedule which did not meet the required in-service date for the project. In subsequent clarifications, ECI advised staff that it could conditionally meet the required schedule, but did not provide an alternative schedule that could meet the project requirements. The schedule outlined in the bid document is critical for successful implementation of this project. The firm with the second highest score proposed a specific schedule that meets the construction and energization milestones for this project. As a result, staff recommends that a contract be awarded to Dewild Grant Reckert & Associates Company (DGR), Rock Rapids, Iowa, for an amount not to exceed \$390,880.

Although DGR was not the lowest cost responder for this work, the low cost response did not provide pricing for all aspects of the work and was considered incomplete. A number of the lower cost responses either took exceptions that were unacceptable to the terms and conditions, or submitted unresponsive proposals.

The approved 2009/10 Capital Improvements Plan (CIP) includes \$400,000 for the engineering portion of this project, with Iowa State University contributing an estimated \$160,000 to the cost of engineering. The CIP includes \$3,600,000 for engineering and construction for this entire project.

ALTERNATIVES:

1. Award a contract to Dewild Grant Reckert & Associates Company, Rock Rapids, Iowa, for the engineering services for the Vet Med Substation Expansion in an amount not to exceed \$390,880.
2. Reject all proposals and delay the engineering for the Vet Med Substation Expansion.


MANAGER'S RECOMMENDED ACTION:

This project is necessary to accommodate both City and Iowa State University load requirements in the Vet Med Substation area. The schedule for this project is crucial as a result of new electric load being in stalled in 2011. Iowa State University has ordered new chiller equipment for its Veterinary Medicine campus expansion which requires that the planned Vet Med Substation additions be in service no later that May 11, 2011.

Existing transformer and feeder capacity at this substation are inadequate to support these new ISU load additions, and Electric Services will be unable to meet the required in-service schedule if this engineering services contract is delayed.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 awarding a contract to Dewild Grant Reckert & Associates Company, Rock Rapids, Iowa, for the engineering services for the Vet Med Substation Expansion in an amount not to exceed \$390,880.

Engineering for Vet Med Substation Expansion Cost Analysis

	REQUEST FOR PROPOSAL 2010-183 ENGINEERING SERVICES FOR VET MED SUBSTATION EXPANSION
FY 2009/10 BUDGET	\$ 400,000.00
BIDDER	TOTAL
* Electrical Consultants, Billings, Montana	\$ 250,861
Dewild Grant Reckert & Associates Company, Rock Rapids, Iowa	\$ 390,880
Burns & McDonnell, Centennial, Colorado	\$ 778,552

* ECI did not bid all options, so Total cost is not directly comparable