

**COUNCIL ACTION FORM****SUBJECT: AWARD OF CONTRACT FOR VETERINARY MEDICINE (VET MED)  
SUBSTATION EQUIPMENT COMMISSIONING****BACKGROUND:**

The complete project is the expansion of the Vet Med Electrical Substation which is needed to accommodate Iowa State University's (ISU's) Veterinary Medicine Campus load additions, football stadium load additions, and Ames' load additions south of Highway 30 and along 16<sup>th</sup> 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. It has also increased in scope and cost to include an additional transformer to better accommodate Ames' and ISU's future needs for capacity and reliable service in this area.

This contract will supply the testing services needed to commission the new electrical substation facilities installed as a part of this project. This includes testing of all 69kV switches, instrument transformers, breakers, power transformers and relays, as well as 13.8kV switches, breaker and relays within the substation. ISU will share in the cost of these testing services.

On January 24, 2011, the request for proposal (RFP) document was issued to three firms for proposals. On February 1, 2011, staff received competitive proposals from all three firms.

These proposals were then sent to a committee for evaluation. The committee consisted of an Electrical Engineer, the Electrical Engineering Manager and a Technical Services Technician.

The committee members independently evaluated and scored all three of the proposals. Each proposal was evaluated based on price, responder's technical proposal and references.

Based on the matrix, the averaged scores are:

<b>RESPONDERS</b>	<b>AVERAGED SCORE</b>
Electrical Reliability Services, Inc., Minneapolis, MN	956.67
Utilities Plus Energy Services, Inc., Elk River, MN	861.80
L & S Electric Inc., Coon Rapids, MN	424.50

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

Based on the averaged scores and a unanimous decision by the evaluation committee, staff recommends that a contract be awarded to Electrical Reliability Services, Inc., Minneapolis, MN, for \$77,759.00. **There was no specific engineer's estimate on this portion of the project.**

The approved FY2010/11 CIP for the Vet Med Substation Expansion Project includes \$3,600,000 for construction and materials and an additional \$400,000 carried over from 2009/10 for engineering (which began last year and was awarded to DGR) for a total approved project budget of \$4,000,000. Iowa State University will contribute an estimated \$1,489,727 to the cost of the project.

1.	\$390,880.00	A cost-not-to-exceed for engineering services (DGR)
2.	\$194,035.64	Actual cost for four circuit breakers
3.	\$1,059,362.38	Actual cost for two transformers (This includes the 7% sales tax to be paid directly to the State of Iowa by the City of Ames)
4.	\$118,724.91	Actual cost for Electrical Materials
5.	\$568,055.29	Actual cost for two 15kV Metalclad Switchgear assemblies
6.	\$1,229,405.06	Actual cost for Construction
7.	<b>\$77,759.00</b>	<b>Actual cost for Commissioning – this item</b>
<b>Total: \$3,638,222.28 Budget: \$4,000,000</b>		

#### **ALTERNATIVES:**

1. Award a contract to Electrical Reliability Services, Inc., Minneapolis, MN, for the Vet Med Substation Equipment Commissioning in an amount not to exceed \$77,759.00.
3. Reject all proposals, direct staff to re-issue the Requests for Proposal.

#### **MANAGER'S RECOMMENDED ACTION:**

This contract 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 installed 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 than April 1, 2011. Existing transformer and feeder capacity at this substation is inadequate to support these new ISU load additions and Electric Services will be unable to meet the required in-service schedule if this contract is delayed.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 awarding a contract to Electrical Reliability Services, Inc., Minneapolis, MN, for the Vet Med Substation Equipment Commissioning in an amount not to exceed \$77,759.00.



**REQUEST FOR PROPOSAL 2011-143  
VET MED SUBSTATION EQUIPMENT COMMISSIONING**

<b>Responder</b>	<b>Vet Med Substation</b>	<b>Additional Substation Testing</b>	<b>Overall</b>
Electrical Reliability Services, Inc., Minneapolis, MN	\$77,759.00	\$21,196.00	\$98,955.00
Utilities Plus Energy Services, Inc., Elk River, MN	\$88,950.00	\$30,400.00	\$119,350.00
L & S Electric Inc., Coon Rapids, MN	\$330,430.12	\$58,253.24	\$388,683.36