

COUNCIL ACTION FORM

SUBJECT: ACCEPTANCE OF VET MED SUBSTATION MATERIALS (INSTRUMENT TRANSFORMERS)

BACKGROUND

On July 13, 2010, City Council approved preliminary plans and specifications for Veterinary Medicine (Vet Med) Substation Electrical Materials. The complete project is an expansion of the Veterinary Medicine Electrical Substation, which is needed to accommodate Iowa State University's Veterinary Medicine Campus load additions, football stadium load additions, and Ames' load additions south of Highway 30 and along South 16th Street in the vicinity of the Vet Med Substation.

This portion of the project is for the purchase of electrical materials consisting of 69kV Switches, Instrument Transformers and Steel Structures. A budget of \$4,000,000 was included in the 2010/11 Capital Improvements Plan (CIP) for the entire project. The Engineer's estimated cost for these materials was \$197,000.

On August 11, 2010, bids were received and evaluated by Electric Services staff and an engineer from Dewild Grant Reckert & Associates (DGR) Company, who both concluded that the lowest responsive bids were acceptable. The recommended awards were as follows:

- Bid No. 1 69kV Switch - Hamby-Young, Aurora, OH for its bid of \$40,694.90
- **Bid No. 2 Instrument Transformers - Hamby-Young, Aurora, OH for its bid of \$39,683.05**
- Bid No. 3 Steel Structures - Galvanizer, Inc., West Fargo, ND for its bid of \$34,458.05 (an additional \$2,338.37 in sales tax is to be paid directly since Galvanizer, Inc. is not licensed to pay tax in Iowa)

The total cost of all three of these awards (including sales tax) was \$117,174.37

Hamby-Young has now delivered all of the instrument transformers, and the Project Engineer has provided a certificate of completion for this portion of the electrical materials. The total contract amount is \$39,683.05.

At the February 8, 2011 Council meeting, the contracts for the 69kV switches and steel structures portions of the electrical materials were accepted as complete. The entire electrical materials portion of the Vet Med Substation project will be complete upon acceptance of completion of these instrument transformers.

ALTERNATIVES:

- 1) Accept completion of the contract for the instrument transformers portion of the Vet Med Substation Electrical Materials with Hamby-Young, at a total cost of \$39,683.05, and authorize final payment to the contractor.
- 2) Delay acceptance of this portion of the project.

MANAGER'S RECOMMENDED ACTION:

The contractor for the instrument transformers portion of the Vet Med Substation Electrical Materials has delivered all of the materials specified under the contract. The Project Engineer has issued a certificate of completion on the work, and the City is legally required to make final payment.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting completion of the contract for the instrument transformers portion of the Vet Med Substation Electrical Materials with Hamby-Young, at a total cost of \$39,683.05, and authorizing final payment to the contractor.