ITEM # __22___
DATE: 03-22-16

COUNCIL ACTION FORM

SUBJECT: **ENGINEERING SERVICES FOR TOP-O-HOLLOW SUBSTATION IMPROVEMENTS**

BACKGROUND:

This project will convert the existing direct-buried underground 69kV transmission tap connection at the Top-O-Hollow substation to a more reliable dual-source overhead transmission connection, including the necessary relaying and breakers for high-speed/selective line and transformer protection.

The scope of this project includes the replacement and expansion of the existing 13.8kV metalclad switchgear to provide the addition of a main breaker, upgrade obsolete air-blast breakers and electromechanical relays with vacuum interrupter breakers and microprocessor-based relaying equipment, and expand the battery and charger system to replace undersized batteries. The project includes the addition of a padmounted capacitor bank for power factor correction and replacement of undersized feeder conduits and cables. The addition of the dual 69 KV transmission source and upgraded 69kV and 13.8 kV relay protection will improve reliability of the 69kV transmission system, improve service to the customers served by this substation, improve worker safety, and provide improved protection to electrical assets from fault damage.

The land for this project was purchased previously to allow for expansion of the existing substation. The use of breakers for transmission line, transformer, and 13.8kV main breaker protection is consistent with recommended engineering practices in the electric utility industry.

This phase of the project is for project engineering, which involves the analysis, design, drawings and specifications development, construction contract preparation, and detailed cost estimates for the project. 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. In addition, the selected firm will provide construction management services.

On January 29, 2016, a Request for Proposal (RFP) was issued to twenty-five firms for proposals. The RFP was advertised on the Current Bid Opportunities section of the Purchasing webpage, and was also sent to two plan rooms. On March 4, 2016, staff received proposals from ten firms. Staff independently evaluated and scored all ten proposals in the following two steps:

STEP 1:

The proposals were evaluated based on compliance with proposal documents and the exceptions each offeror took to the RFP. Each of those two criteria was rated on a Pass / Fail basis.

STEP 2:

The proposals were evaluated based on: 1) price; 2) knowledge, capabilities, skills, and abilities of the proposed project team based on the information submitted; and 3) the firm's experience list with similar projects.

Based on the matrix used to quantify these proposals, the averaged scores in this step are shown below:

Offerors	Averaged Scores	Not-to-Exceed Amount
Dewild Grant Reckert & Associates Company Rock Rapids, IA	889	$264,791
Primera Lisle, IL	800	$378,330
Kiewit Engineering & Design Co. Lenexa, KS	733	$411,908
Electrical Consultants, Inc. Madison, WI	731	$575,550
Black & Veatch Overland Park, KS	727	$552,175
Sega Inc. Overland Park, KS	695	$511,000
Stanley Consultants, Inc. Des Moines, IA	689	$660,000
Burns & McDonnell Engineering Co, Inc. Kansas City, MO	683	$593,290
EPS Engineering & Design St. Louis, MO	672	$478,021
Utilities Plus Energy Services, Inc Elk River, MN	163	$396,965

Each score was based on a scale of 1 to 10. Overall, 1,000 possible points were available cumulatively for each firm. The overall weighted score was a function of the aforementioned evaluation factors.

Based on the averaged scores and a unanimous decision by the evaluation committee, staff recommends that a contract be awarded to Dewild Grant Reckert & Associates Company (DGR), Rock Rapids, Iowa, for an amount not to exceed $264,791. Actual payments will be calculated on unit prices bid for actual work performed.

The approved FY 2013/14 Capital Improvements Plan included $250,000 for the engineering phase (carried over to the current fiscal year), with Iowa State University contributing $47,000 of this. The approved FY 2016/17 CIP includes an additional $125,000 for the engineering phase of this project with Iowa State University

contributing $8,750. The approved FY 2017/18 CIP includes $1,950,000 for construction of this project, with Iowa State University contributing $136,500.

ALTERNATIVES:

1. Award a contract to Dewild Grant Reckert & Associates Company, Rock Rapids, Iowa, for the Engineering Services for Ames Substation Improvements in an amount not-to-exceed $264,791.

2. Reject all proposals and delay the engineering for the Ames plant area substation improvements project.

MANAGER'S RECOMMENDED ACTION:

This project is necessary for Electric Services to continue providing safe, reliable, service to the customers in the City.

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