

ITEM #: 15  
DATE: 03-26-24  
DEPT: PURCH

**COUNCIL ACTION FORM**

**SUBJECT:**                   **EMERGENCY UTILITY REPAIR AND OTHER SERVICES  
CONTRACT RENEWAL**

**BACKGROUND:**

Repair of the City’s public utilities can require larger or more specialized equipment and additional labor than what is available from the responding City departments. Emergency events include water main breaks, storm sewer damage or collapse, sanitary sewer damage or collapse, and buried electric line failures. During these times, it is necessary to respond quickly to restore services and protect life and property.

On June 28, 2022, City Council awarded a contract to Ames Trenching & Excavating, of Ames, IA, for the Emergency Utility Repair and Related Services Contract, which included the option for the City to renew in one-year increments for up to two additional years. The period from April 1, 2024 through March 31, 2025, is the second of two renewal periods, and is subject to City Council approval. The contract rates increase 5% for FY 2024/25, as shown on Attachment 1.

Because the City-wide total for this emergency and unplanned work between the various City departments typically exceeds \$60,000 annually, City Council approval is required. The actual amounts paid will be based on invoices received for services provided during the course of the contract. These services will be billed to the appropriate City department’s operating budget, where funds have been budgeted for the services under this contract.

**ALTERNATIVES:**

1. Award a contract to Ames Trenching & Excavating, of Ames, Iowa, for Emergency Utility Repair and Other Services Contract for the period from April 1, 2024 through March 31, 2025.
2. Do not approve the contract renewal and direct staff to rebid.

**CITY MANAGER'S RECOMMENDED ACTION:**

Emergency underground utility repairs are needed from time to time by City departments. These services are vital to restore utility services and protect life and property. This bid provides for the selected vendor to be available to respond to the City’s needs at predictable hourly prices and in accordance with performance requirements in the agreement. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**

**ATTACHMENT(S):**  
[2024-25 pricing.xlsx](#)