



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.D

Title:	Recommendation to Award One Year Contract Extension for Electric Underground Distribution Directional Boring, Excavation and Restoration Services to Archon Construction Company
Presenter:	Paul Hopkins

Meeting: Government Services Committee Date: March 22, 2021

Proposed Cost: \$ 330,000.00	Budgeted Amount: \$ 330,000.00	Not Budgeted: <input type="checkbox"/>
------------------------------	--------------------------------	--

Executive Summary (if not budgeted please explain):

The Electric Utility utilizes directional boring and excavation for emergency repairs, new development work and distribution underground improvements.

In spring 2017, this work was bid and awarded to Archon as the lowest responsive bidder out of seven (7). The bid was awarded for a three-year period based on the first year’s pricing and a 5% increase in year two and another 5% increase in year three, both of which were conditional upon the Electric Utility’s satisfaction and customer service to the City of St. Charles.

At the end of the third-year extension, Archon offered a fourth year extension at a small increase of 3% to cover contractual labor cost increases, which was presented to Government Services and approved by City Council. Archon has performed very well for the City consistently with very satisfactory results, even throughout the COVID environment, and they are offering the City another one year extension at another small 3% increase to cover labor costs for the period of May 1, 2021 through April 30, 2022.

Attachments (please list):

* Letter of one additional year pricing from Archon Construction dated March 8, 2021 *Bid Waiver Form

Recommendation/Suggested Action (briefly explain):

Recommendation to award contract to Archon Construction Company LLC for One Year Contract Extension for Electric Underground Distribution Directional Boring, Excavation, and Landscape Restoration Services contingent on Funding Approval in the FY 21/22 Budget.



ARCHON CONSTRUCTION CO., INC.

UTILITY CONTRACTORS

"A CERTIFIED Woman's Business Enterprise"

"An Equal Opportunity Employer"

March 8th 2021

St. Charles Electrical Department
2 East Main Street
St. Charles, Illinois 60174-1984
630 377-4407

Attn: Paul Hopkins
Re: Extension to 2020 Directional Boring Contract

Dear Paul,

In the interest of continuing our relationship, we at Archon Construction Co., Inc., are in agreement to add another year's extension to last year's approved additional year. We would like to add a 3% increase to the existing rates. This would be for labor and material increases.

Thank You

Don Loizzo

General Manager

BID WAIVER

One Time Today through _____



Description:

Requested Vendor:

Requested by:

Date: March 22, 2021

Approvals: _____

Department Head

Procurement

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ _____ for this one time order, and/or
\$ _____ for a 12 month period.

2. This good/service has been competitively solicited within the past 24 months. Yes No
If yes: Was the solicitation published on the city website? Yes No

3. Justification for Bid Waiver

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and, based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programing** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

Other: