

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6.g

Title:

Recommendation to Award Purchase Order for Substation Transformer Load Tap Changer Maintenance to ABB, Inc.

Presenter:

Tom Bruhl

Meeting: Government Services Committee

Date: January 28, 2019

Proposed Cost: \$ 39,380

Budgeted Amount: \$ 45,000

Not Budgeted: ☐**Executive Summary** (*if not budgeted please explain*):

A critical component of our substation transformers are known as Load Tap Changers (LTC's). LTC's allow the City to maintain consistent voltage on the grid as ComEd's line voltage goes up or down. LTC's have moving parts and operate many times per day. Electric engineering uses a multi-faceted priority matrix to focus our maintenance activities. Based on age and number of operations, four transformers were targeted for LTC maintenance this budget year. Purchasing went out for bids and received four quality proposals. ABB, Inc. was the low evaluated bidder, are well qualified to perform the work, and can complete the work within our preferred schedule. This was a planned and budgeted substation maintenance expense.

**Attachments** (*please list*):

\* Bid Tabulation

**Recommendation/Suggested Action** (*briefly explain*):

Recommendation to award Purchase Order for Substation Transformer Load Tap Changer Maintenance to ABB, Inc. in an amount of \$39,380.



## BID RESULTS

### On Line Load Tap Changer Inspection and Maintenance #1017

**Bid Opening Date: December 21, 2018**

Bidder	ABB, INC		RESA SERVICE		ENERGIS HOLDINGS		HIGH VOLTAGE	
<b>Responsive Bid?</b>								
2 originals	YES		only 1		YES		YES	
electronic file	YES		no		YES		NO	
Signatures	YES		YES		YES		YES	
Certification of Compliance	YES		YES		YES		YES	
Conflicts of interest	No		blank		No		No	
References	YES		YES		YES		YES	
Certificate of Insurance	YES		YES		YES		YES	
W9	YES		YES		YES		YES	
EXCEPTIONS?	YES	ABB T&C (negotiable)	none		YES		YES HVM T&C	
<b>Responsible Bidder?</b>								
Qualified								
<b>Cost Analysis:</b>	Cost to inspect and service LTC	Cost of replacement parts kit	Cost to inspect and service LTC	Cost of replacement parts kit	Cost to inspect and service LTC	Cost of replacement parts kit		
LTC 2T2 630 N. 12th St.	\$7,795	yes = \$1908.98 included for gaskets	\$ 15,243.75	NOT PROVIDED	\$ 6,980.00	NOT PROVIDED	\$ 25,553.00	yes but no \$
LTC 5T2 2561 DuKane Dr.	\$8,895		\$ 13,948.75	NOT PROVIDED	\$ 8,524.00	NOT PROVIDED	\$ 25,553.00	yes but no \$
LTC 7T3 1000Dunham Rd.	\$8,895		\$ 13,948.75	NOT PROVIDED	\$ 8,524.00	NOT PROVIDED	\$ 25,553.00	yes but no \$
LTC 8T1 650 Peck Rd.	\$8,795		\$ 13,948.75	NOT PROVIDED	\$ 8,524.00	NOT PROVIDED	\$ 25,553.00	yes but no \$
Repair 2T2 counter	included		included		\$ 300.00		\$ 315.00	
Contingency for Repairs	\$5,000		\$5,000		\$5,000		\$5,000	
Gaskets	\$0		\$2,000		\$2,000		\$2,000	
<b>TOTAL</b>	<b>\$39,380</b>		<b>\$64,090</b>		<b>\$39,852</b>		<b>\$109,527</b>	
<b>All fees included?</b>	YES		YES		no	\$2,000 in gaskets	no	TBD
Payment via St Charles Credit card?	no		no		no		no	
Discount?	n/a		n/a		n/a		n/a	

**Intent to Award: ABB, INC**

*The City wishes to thank all bidders for participating in this solicitation. The City recognizes and appreciates the time and effort your firm put into preparing and submitting your proposal. The City invites you to bid on future solicitations which are posted on the City's website at <https://www.stcharlesil.gov>.*

The city of St. Charles is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modification in delivery; inventory or consignment practices; value analysis; or other.

A formal Invitation to Bid was published in the newspaper on Dec. 1, 2018. A direct notice was sent to an additional 8 firms. There were 4 responses. Three additional responses were received after the due date and were thus not accepted.

Statistics: The range between the lowest and highest offers was \$68,147; or 198% of the low bid. A key observation of offers is (1) the failure to include the cost of the spare parts package; or (2) specify the contents of the spare parts package. All offers were compared to similar past solicitations and results are consistent with past awards.