



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.k

Title:	Recommendation to Award Purchase Order for Engineering of City Hall Substation 12kV Bus Improvements to Utility Design Services (UDS)
Presenter:	Tom Bruhl

Meeting: Government Services Committee

Date: February 25, 2019

Proposed Cost: \$ 34,203.20

Budgeted Amount: \$ 100,000

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

City Hall Substation is the second largest substation on our system. Twelve circuits exit the substation and feed the central part of the City on both sides of the river. The City Hall Substation 12kV bus design includes a critical reliability flaw in that two circuits are “double lugged” onto one recloser. Six reclosers at the station feed twelve circuits. This means that a problem on one circuit impacts customers on two circuits. To improve reliability for the customers served from this substation, we propose to engineer an expansion of the 12kV bus to include six new reclosers that would provide for separating each circuit onto its own recloser.

The scope of work includes developing design drawings that the City can send out to bid for the construction. Purchasing went out for bids and received six bids. The low bidder, UDS, will be a new vendor for the City; however, they provided a high quality, thorough, proposal along with a long list of relevant reference projects. A number of the municipal references provided in the bid response are known personally to Tom Bruhl, Electric Services Manager, through our affiliation with the Illinois Municipal Utilities Association (IMUA). Reference calls were made to verify vendor qualifications.

Attachments *(please list):*

* Bid Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award Purchase Order for City Hall Substation 12kV Bus Improvements to Utility Design Services in an amount of \$34,203.20



BID RESULTS

12kV BUS REDESIGN - SUBSTATION #3 #1007

Bid Opening Date: February 13, 2019

Budget: \$100,000

A formal Request for Proposal was published in the newspaper on January 11, 2019. An optional site visit was held on January 22, 2019. Eight firms attended the site visit. Five of these firms, plus 1 firm who was not present, submitted proposals. Three proposals were submitted without exceptions. The other three took exceptions to contract language. As a Proposal, the city intends to award based on Best Value. The city initiated its review by evaluating the lowest proposal. The lowest submitted proposer was deemed qualified; the price was found to be fair and reasonable; and there were not any exceptions. Statistics: The proposal range was \$74,796.; thus the high bid was 256% higher than the lowest proposal.

Bidder	Equagen Engineers	Utility Design Services	Primera Engineers	Middough Inc.	Power Systems	SEL
Attended Optional Site Visit	NO	YES	YES	YES	YES	YES
Responsive Proposal?						
2 originals	yes	yes	yes	yes	yes	yes
electronic file	yes	yes	yes	yes	yes	yes
Signatures	yes	yes	yes	yes	yes	yes
Certification of Compliance	yes	yes	yes	yes	yes	yes
Certificate of Insurance	yes	yes	yes	yes	no	yes
References	yes	yes	yes	yes	yes	yes
EXCEPTIONS:	NONE	NONE	YES REF. Section 4B	YES: Limitation of Liability; Waiver of Consequential Damages (ref: Commercial Terms)	NONE	YES ref p.12 & 13
Responsible Firm?	Qualified					
Cost Analysis:						
Cost of Services (not to exceed)	\$32,220	\$29,203.20	\$104,000	\$46,650.00	\$56,150.00	\$36,720.00
Contingency	\$5,000	\$5,000.00	\$5,000	\$5,000.00	\$5,000.00	\$5,000.00
Total Cost	\$37,220	\$34,203.20	\$109,000	\$51,650	\$61,150	\$41,720
	in-house \$26,820.00					
	soil test, survey \$5,400.00					
	\$32,220.00					
Projected # of hours	368	240	885	428	315	265
	Prof Eng 172	Prof. Eng 3 44			180	
	Designer 154	Engineer 5 138			120	
	Proj Admin 42	CAD Tech 58			9	
	368	240			6	
					315	
	Prof Eng \$90.00	Prof. Eng 3 \$159.36	Sr Cons Eng \$165.00	Proj Mgr \$177.00	Principal \$250.00	reference rate table 1
	Designer \$60.00	Engineer 5 \$111.40	Princ Eng \$145.00	Sr Eng \$141.00	Eng 5 \$195.00	
	Proj Admin \$50.00	CAD Tech \$72.52	SR Eng \$135.00	Design Pro \$123.00	Eng 4 \$185.00	
		vehicle \$10.50	Proj Mgr \$130.00	CAD Op/Design \$91.00	Eng 2 \$155.00	
		GPS \$20.00	Eng \$95.00	Adminis \$63.00	CAD Tech \$130.00	
			Jr Design \$65.00		Admin \$85.00	
Payment via St Charles Credit card?	no	no	no	no	no	no
Discount?	1.5% w/i 10 days	no	.5% w/i 15 days	2% w/i 10 days	no	no

Intent to Award: Utility Design Services

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.