



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Waive the Formal Bid Procedure, Approval of a Budget Addition in the amount of \$250,000 and award of Contractual Services to Layne Western to perform Well #8 Emergency Repairs
Presenter:	John Lamb

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 11.25.13
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$250,000.00	Budgeted:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
-----------------	--------------	-----------	-----	--------------------------	----	-------------------------------------

If NO, please explain how item will be funded:

Budget addition of \$250,000.00 from water fund reserves to account 210541 56209.

Executive Summary:

On Saturday November 10, Well #8 experienced a power failure event, went out of service and would not start up again. Staff, along with two different electrical contractors spent time troubleshooting the situation and believe the pump motor is shorted out. In addition, a variable frequency drive (VFD) on one of the booster pumps located at the station was also shorted out and not functional.

The pump motor is located at a depth of approximately 800 feet. The pump motor, cable and piping all have to be pulled from the well for evaluation and repair. The purchase of a new motor, new variable frequency drive and associated parts and equipment are included in the requested amount.

Staff requests waiving the formal bid procedure due to the work being an emergency repair. Layne Western has performed all prior work on this well and others in the City; therefore, they are familiar with the well site, equipment and system.

Attachments: *(please list)*

Bid Waiver form

Recommendation / Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Process, Approval of a Budget Addition in the amount of \$250,000, and award of Contractual Services to Layne Western to perform Well #8 emergency repairs.

For office use only:

Agenda Item Number: 4.h

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Layne Western Company
721 W. Illinois Avenue
Aurora, IL 60506

For the purchase of: Service for emergency repairs and preventative maintenance of Well #8. At a cost not to exceed: \$250,000.00

Reason for the request to waive the bid procedure: Layne Western has performed all prior work on this well and others in the City. Contractor familiar with well site, equipment and system.

Other Quotations Received: None

Date: 11/25/2013

Requested by: John Lamb

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.