

	AGENDA ITEM EXECUTIVE SUMMARY						
	Title:	Recommendation to Waive the Formal Bid Process, Approve a Budget Addition in the amount of 170,000 and Approve a Proposal from Layne Christensen for City Hall Well #3 Preventative Maintenance					
	Presenter:	John Lamb					
Please check appropriate box:							
	Government Operations		X	Government Services 03.24.14			
	Planning & Development			City Council			
	Public Hearing						
Estimated Cost:	\$161,440	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
Executive Summary:							
<p>Preventative maintenance is scheduled and completed every seven years on the water wells to minimize the possibilities of untimely emergency repairs. The work involves the removal of equipment and the anticipated repairs to restore the components. This includes the pump, motor and submersible cable.</p> <p>The proposed 2014 budget includes \$170,000 for this work on Well #3, located at City Hall between the building and the parking lot. Due to construction being scheduled on the municipal parking lot this summer, staff proposes initiating the well maintenance in April so it will be completed prior to the parking lot construction. Therefore, staff is requesting a budget addition of \$170,000 for this fiscal year and the funds will be removed from the proposed 2014 budget.</p> <p>Staff requests waiving of bidding process for the reason that Layne Western has performed all prior work on this well and others in the City. The contractor is familiar with the well site, equipment and system.</p>							
Attachments: (please list)							
Proposal from Layne Western Bid Waiver Form							
Recommendation / Suggested Action (briefly explain):							
Recommendation to Waive the Formal Bid Process, Approve a Budget Addition in the amount of 170,000 and Approve a Proposal from Layne Christensen for City Hall Well #3 Preventative Maintenance.							
For office use only:		Agenda Item Number: 5.g					



February 19, 2014

Mr. Paul Marschinke
Water Division Manager
City of St. Charles
2 E. Main Street
St. Charles, IL 60174-1984

Re: Well #3

Mr. Marschinke:

Thank you for your time today to discuss Well #3 pump maintenance repair. Per your request, I am pleased to present this scope of work and budget estimate.

If contracted, Layne will perform the work on a time and material basis per the attached Work Order Form and will follow the terms and conditions of our Professional Services Agreement (PSA) with the City. The attached Work Order Form lists Layne's standard published rates. The estimates in this letter include the PSA stipulated 5% deduct applied toward labor and 10% deduct applied toward special services.

The Byron Jackson Type H submersible motor, as is currently installed in Well #3, is considered the preeminent motor in northern Illinois for reliability and dependability in high capacity, deep sandstone well applications such as Well #3. Per recent Illinois legislation, the Type H motor can no longer be sold or distributed in Illinois. Type H motors that are in operation can, however, receive a standard service by a **certified Byron Jackson technician** and returned to effective service function.

All operations involving motor bowl separation and motor/bowl shipping preparation will be performed within Layne's motor containment vessel and off well.

We recommend that the Scope of Work include:

- Mobilize and remove pump, rack pump components onsite, measure well.
- Perform a visual inspection of pump components on site.
- Load and bring pump components to Layne's Aurora yard, as required, for component clean up, disassembly, and inspection.
- Conduct a television survey of the well.
- Perform a standard field Byron Jackson motor service.
- Disassemble, clean, inspect, and rebuild bowl assembly.
- Hypot test cable.
- Contingency to cut and rethread 28 lengths of 8" T&C Line Pipe.
- Contingency to sandblast and coat entire string of 8" T&C Line Pipe.

- Contingency to replace 100' of 8" T&C coated Line Pipe.
- Contingency to replace ten 8" Line Pipe couplings.
- Replace two 8" surge control valves.
- Contingency to replace 825' of 350 MCM submersible cable.
- Contingency to replace flat cable motor link.
- Consumables (airline, stainless banding, splice kits, etc.).
- Load and bring pump components to well site.
- Reinstall pump.
- Conduct a two hour test to waste (within 100' of well head).
- Demobilize
- Contingency to perform two "super chlorination" treatments.

The Scope of Work estimate breaks down as follows:

1. Mobilize, remove pump, measure well, perform visual inspection of pump components on site	\$16,000
2. Load and bring pump components to Layne's Aurora yard, as required, for component clean up, disassembly, and inspection	6,500
3. Televis Well	1,170
4. Standard Byron Jackson field motor service	5,000
5. Disassemble, inspect, rebuild bowl assembly	15,000
6. Hypot test cable	675
7. Cut and rethread 28 lengths of 8" Line Pipe	4,500
8. Sandblast and coat entire string (796') of 8" Line Pipe	20,000
9. Replace 100' of 8" T&C coated Line Pipe	6,700
10. Replace ten 8" Line Pipe couplings	1,870
11. Replace two 8" surge control valves	2,400
12. Replace 825' of 350 MCM submersible cable	37,125
13. Replace flat cable motor link	7,000
14. Consumables (airline, stainless banding, splice kits, etc.)	1,000
15. Load and bring pump components to well site	6,500
16. Reinstall pump, conduct capacity test to waste, demobilize	22,000
17. Perform two super chlorination treatments on well	<u>8,000</u>

Budget estimate for Scope of Work

\$161,440

A copy of the PSA Task Order is included that reflect this scope and references the estimates in this cover letter.

With no obligation to the City, we will monitor our schedule to provide the optimal crew and equipment to mobilize to the site as close to post April 1 as possible.



Thank you for the opportunity to present this information. If you have any questions, or if we may be of any service, please do not hesitate to contact me. I look forward to working with a well that is approaching its 100th birthday.

Layne Christensen Company

A handwritten signature in black ink, appearing to read 'WMBalluff', written in a cursive style.

William Balluff, P.E.
Account Manager



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 Christensen Company
721 W. Illinois Avenue
Aurora, IL 60506

For the purchase of: Service for preventative maintenance and repair of Well #3 at an estimated cost of: \$161,440.00

Reason for the request to waive the bid procedure: Layne Christensen 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: 3/10/2014

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.