



Legislation Text

File #: 14-1370, **Version:** 1

Resolution to Approve a Continuing Service Contract with E. T. MacKenzie Company Not to Exceed (\$500,000.00) for Field Operations Unit On-Call Construction Services (RFP-914)

This memorandum requests approval to award a contract for utility repair and construction services to E. T. MacKenzie Company (not to exceed \$500,000.00)

In July 2014, the City issued a Request for Proposals (RFP-914) to provide on-call utility construction and repair services to support the Field Operations Service Unit. The Field Operations Services Unit has a number of infrastructure rehabilitation projects that fall below the threshold of Capital Improvement Plan projects that staff will utilize this contract to address. In addition, the contractor may be utilized to provide emergency response services, as needed, such as for sewer backups or multiple water main breaks.

The RFP indicated that up to two companies would be awarded for up to \$500,000.00 each. The City received one (1) proposal in response to RFP-914 from E. T. MacKenzie Company.

In 2009, E. T. MacKenzie Company was awarded a similar contract with Field Operations, which was renewed in calendar year 2011. The contractor exceeded staff expectations for their responses to requests for emergency repairs and for their diligence in completing planned work on time and within budget. E. T. MacKenzie Company is highly qualified to perform work outlined in RFP-914 based on past performance and based on the quality of their RFP submittal. As part of their proposal, the company has provided to the City a price list for labor and equipment that the City will use for costing project work. The contract is structured with a not-to-exceed limit of \$500,000.00, with no minimum required expenditures.

It is, therefore, recommended that City Council approve a Construction Services Contract with E. T. MacKenzie Company not to exceed \$500,000.00 to provide on-call construction services and emergency construction services to the Field Operations Services Unit for two calendar years.

E. T. MacKenzie Company received Contract Compliance approval on May 28, 2014, Conflict of Interest approval on March 3, 2014, and Living Wage approval on March 31, 2014.

These services are to be funded from the Field Operations annual operations and maintenance budgets, if so approved by City Council. Tasks will be assigned and the work performed will be charged to the appropriate funds.

Prepared by: Nichole Woodward, P.E., Utilities Engineer, Field Operations

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The Field Operations Services Unit has a number of infrastructure rehabilitation projects

that fall below the threshold of capital improvement plan projects and requires Construction Support Services to address these needs;

Whereas; The City issued RFP-914 in July 2014 and E.T MacKenzie Company was the sole respondent;

Whereas, Funding for the construction services contract is available in the approved Field Operations annual operations and maintenance budgets, if so approved by City Council; and

Whereas, E. T. MacKenzie Company received Contract Compliance approval on May 28, 2014, Conflict of Interest approval on March 3, 2014, and Living Wage approval on March 31, 2014.

RESOLVED, That Council accept the proposal and award a Construction Services Contract to E. T. MacKenzie Company in the not-to-exceed amount of \$500,000.00 for construction services as needed;

RESOLVED, That the Mayor and City Clerk are authorized and directed to execute the contract for services after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized and directed to take the necessary administrative actions to implement this resolution.