



Legislation Text

File #: 16-0306, **Version:** 1

Resolution to Award a Continuing Service Contract with E.T. MacKenzie Company for On-Call Construction Services in the Amount of \$250,000.00 per Year for a Period of Three Years (\$750,000.00; RFP No. #954)

Attached for your review and consideration for approval is a resolution to authorize the award of a contract with E.T. Mackenzie Company for a period of three years in the amount of \$250,000.00 per fiscal year for On-Call Construction Services.

In November 2015, a request for proposals for On-Call Construction Services was advertised on the City's website and on the Michigan Inter-governmental Trade Network (RFP #954). One proposal from E.T. Mackenzie Company was received and publically opened on December 3, 2015.

The Field Operations Services Unit will utilize this contract for emergency response work that exceeds the City's capabilities, such as complicated sewer or water main repairs. In addition, this contract will also be utilized to perform small infrastructure improvement projects that fall below the threshold of Capital Improvement Plan Projects.

E. T. MacKenzie Company previously held similar contracts with Field Operations and routinely met staff expectations with their response on emergency repairs and in completing planned work on time. As part of their proposal, E.T. Mackenzie Company has provided a price list for their labor and equipment that will be used for specific project work.

Staff is recommending award of a contract to E.T. MacKenzie Company for a period of three fiscal years (FY16, FY17 & FY18). Total expenditures per fiscal year are not to exceed \$250,000.00 for a total contract amount of \$750,000.00.

Budget Impact:

Funding is available in the approved FY16 Public Services Operation and Maintenance and Capital budgets and will be available in subsequent budgets if approved by Council. Funding will be allocated to the appropriate funding source based on scope of individual tasks performed under this contract.

E.T. Mackenzie Company complies with the City's Non-Discrimination and Living Wage ordinances.

Prepared by: Chris Elenbaas, P.E., Field Operations

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Tom Crawford, Interim City Administrator

Whereas, The Field Operations Services Unit requires an on-call contractor capable of assisting the City with emergency infrastructure projects and to perform work that falls below the threshold of capital improvement projects;

Whereas, In response to RFP No. 954 for On-Call Construction Services, the City received one proposal from E.T. MacKenzie Company;

Whereas, Funding is available in the approved FY 16 Public Services Operation and Maintenance and Capital budgets and will be available in subsequent budgets if approved by Council and will be allocated to the appropriate funding source based on scope of the project; and

Whereas, E.T. MacKenzie Company complies with the City's Non-Discrimination and Living Wage ordinances.

RESOLVED, That Council approve the award of a three year contract with E.T. MacKenzie Company for an amount not to exceed \$250,000.00 per fiscal year for On-Call Construction Services;

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

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