



**Meeting Date:** December 4, 2017

**Report No.** SUA-17-42

**Agenda Item No.** 2c

**Purpose:** To provide the SUA Trustees with the bid results for replacement of the automatic transfer switch (ATS) at the Wastewater Treatment Plant (WWTP), Project 16SG01, and to recommend action.

**Budget Impact:** \$200,000 was authorized for this project as part of the FY16 approved budget. On April 17, 2017, the Trustees authorized expenditures up to \$172,252 for professional services including evaluation, design and the preparation of bid documents for the project, leaving an unencumbered balance of \$27,748 in the project account. Appropriation of an additional \$130,952 is necessary for the recommended action. With the SUA Trustees' authorization, the required funds will be appropriated administratively from the Wastewater Fund, which has sufficient funds for this request.

**Prior Council Action or Part of an Approved Project:** Yes

**Related Items:** FY16 Approved Budget

SUA-17-08 <http://stillwater.org/agenda/view/520> Professional Services Agreement, Freese and Nichols, Inc. Project 16SG01 – WWTP Miscellaneous Improvements Project

**Alternatives:** The following alternatives are available to the Trustees:

1. Award the replacement of the ATS to the lowest responsible bidder.
2. Reject all bids and re-bid the project. Contract pricing is not anticipated to significantly change with a new bid phase.
3. Cancel the project. Power outages at the WWTP may prohibit continuous treatment of sewage, potentially resulting in a violation of the ODEQ permit.

**Recommendation:** Staff recommends that the Trustees award the bid for the project to the lowest responsible bidder, Dane & Associates Electric Co. (Dane) in the amount of \$121,000, authorize staff to execute the ATS construction contract and authorize expenditures up to \$158,700 for completion of the construction project (Dane contract = \$121,000, 10% contingency = \$12,100, and construction management services = \$25,600).

**Prepared by:** David Barth, WR Senior Project Manager

**Reviewed by:** William Millis, WR Director    **Reviewed by:** Dan Blankenship, Deputy City Manager

**Submitted by:** Norman McNickle, City Manager

---

**Background Information:** The Automatic Transfer Switch (ATS) project is part of a larger project that improves the digesters and other miscellaneous components of the WWTP. The WWTP has two separate electric services (both provided by Stillwater Electric Utility) that can provide power for plant operations. The ATS is connected to each of these two services and provides switching capability in the event that one of the services is disrupted. Oklahoma Department of Environmental Quality (ODEQ) regulations require WWTPs to have a back-up power supply to allow continuous treatment of wastewater during a power failure. Currently, the capability to switch electric services automatically is not operational.

Bids were solicited by advertising in the Stillwater NewsPress on October 15, 2017 and October 22, 2017. The Notice to Bidders was sent to local and regional contractors and bid rooms and was available for download from the City of Stillwater website. Six prospective bidders attended the pre-bid conference held on October 26, 2017. An addendum was issued on November 1, 2017. Three bids were received, opened, and read aloud on November 8, 2017. The bids are summarized below.

<b>Bidder</b>	<b>Base Bid</b>
<i>Engineer's Estimate</i>	\$ 97,300.00
KC - Electric	\$ 84,737.43
Dane & Associates Electric Co.	\$ 121,000.00
Libra Electric Co.	\$ 144,600.00

Staff evaluated the bid packages and performed a review of the qualifications statements. The apparent low bidder did not provide the required documentation and omitted key work items from their bid. Therefore, staff considered their bid to be non-responsive and identified Dane & Associates Electric Co. (Dane) as the lowest responsible bidder. Dane has contracted with the City in the past and performed well. Based on that review, staff recommends that Dane be awarded the contract.