

COUNCIL ACTION FORM

**SUBJECT: COMPLETION OF ELECTRIC SERVICES UNDERGROUND
TRENCHING CONTRACTS**

BACKGROUND:

On February 24, 2015, City Council awarded contracts for underground trenching for Electric Services. These contracts consist of a contractor furnishing all equipment, tools, labor, and materials not supplied by Electric Services for excavating, trenching, directional boring, and backfilling for installation of conduits, ground sleeves, box pads, vaults, handholes, and other appurtenances. The work includes emergency service as well as regularly planned repairs and services.

The **primary contract** was awarded to Ames Trenching & Excavating, Ames, Iowa, and the **secondary contract** was awarded to Communication Technologies, LLC, Des Moines, Iowa. The secondary contractor is used in the event the primary contractor is unable to meet an individual project's completion schedule as established by the City. Both contracts were initially for the period from award date through June 30, 2015. The initial contract period was shortened to enable future renewals to coincide with the City's fiscal year.

Each contract had the option for the City to renew in one-year increments for up to four additional years. City Council approved each of those renewals for both contracts. **During FY 2017/18 Communication Technologies, Des Moines, IA, was acquired by Communication Data Link, LLC, Grimes, Iowa. Communication Data Link, LLC, contacted staff about this change in ownership and the company agreed to renew this contract with the same terms, conditions and rates that were agreed upon on the initial contract the City established with Communication Technologies, LLC.**

A total of \$1,300,000 was awarded over the five years these contracts were in place. A total of \$912,746.49 was spent. The final renewal period ended on June 30, 2019, for both contracts. All of the requirements of the contracts have been met by both Ames Trenching & Excavating, Inc. and Communication Data Link, LLC, and the Director of Electric Services has provided certificates of completion. Total authorized amounts, change orders authorized, and the total amount spent each fiscal year under these contracts are shown on Attachment 1.

ALTERNATIVES:

1. Accept completion of the contracts under Invitation to Bid No. 2015-071 for underground trenching services FY 2014/15 through FY 2018/19:
 - a. Total amount of \$669,729.19 with primary contractor Ames Trenching & Excavating, Inc., Ames, Iowa.
 - b. Total amount of \$243,017.30 with secondary contractor Communication Data Link, LLC, Grimes, Iowa.
2. Delay acceptance of this contract.

CITY MANAGER'S RECOMMENDED ACTION:

Ames Trenching & Excavating, Inc. and Communication Data Link, LLC, the contractors for the Underground Trenching Services contracts for FY 2014/15 through FY 2018/19, have completed all work required under the contracts. The Engineer has issued certificates of completion on the work.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above. Since the City pays only for services rendered, there is no retainage to release with these contracts.

ATTACHMENT 1

CONTRACT 2015-071

UNDERGROUND TRENCHING SERVICES FEBRUARY 2015 THROUGH FY 2018/19

| Primary Contractor: Ames Trenching & Excavating, Inc., Ames, Iowa | | | | | | |
|--|------------------------|----------------------|--------------------------------|----------------------|--------------------------|---------------------------------|
| FISCAL YEAR | AWARD AMOUNT | CHANGE ORDERS | TOTAL AMOUNT AUTHORIZED | UNUSED AMOUNT | TOTAL AMOUNT PAID | PURCHASE ORDER REFERENCE |
| 2014/15 | \$ 112,500.00 | | \$ 112,500.00 | \$ 68,100.61 | \$ 44,399.39 | 51252 |
| 2015/16 | \$ 255,000.00 | | \$ 255,000.00 | \$ 101,702.32 | \$ 153,297.68 | 51612 |
| 2016/17 | \$ 233,750.00 | | \$ 233,750.00 | \$ 88,933.20 | \$ 144,816.80 | 52685 |
| 2017/18 | \$ 276,250.00 | | \$ 276,250.00 | \$ 166,697.57 | \$ 109,552.43 | 54156 |
| 2018/19 | <u>\$ 175,000.00</u> | <u>\$ 50,000.00</u> | <u>\$ 225,000.00</u> | <u>\$ 7,337.11</u> | <u>\$ 217,662.89</u> | 55628 |
| TOTAL | \$ 1,052,500.00 | \$ 50,000.00 | \$ 1,102,500.00 | \$ 432,770.81 | \$ 669,729.19 | |
| Secondary Contractor: Communication Technologies, LLC/Communication Data Link LLC | | | | | | |
| FISCAL YEAR | AWARD AMOUNT | CHANGE ORDERS | TOTAL AMOUNT AUTHORIZED | UNUSED AMOUNT | TOTAL AMOUNT PAID | PURCHASE ORDER REFERENCE |
| 2014/15 | \$ 37,500.00 | | \$ 37,500.00 | \$ 37,500.00 | \$ - | 51253 |
| 2015/16 | \$ 45,000.00 | | \$ 45,000.00 | \$ 26,091.12 | \$ 18,908.88 | 51613 |
| 2016/17 | \$ 41,250.00 | \$ 22,000.00 | \$ 63,250.00 | \$ (2,687.82) | \$ 65,937.82 | 52685 |
| 2017/18 | \$ 48,750.00 | \$ 33,000.00 | \$ 81,750.00 | \$ 766.99 | \$ 80,983.01 | 54165 |
| 2018/19 | <u>\$ 75,000.00</u> | <u>\$ 35,000.00</u> | <u>\$ 110,000.00</u> | <u>\$ 32,812.41</u> | <u>\$ 77,187.59</u> | 55630 |
| TOTAL | \$ 247,500.00 | \$ 90,000.00 | \$ 337,500.00 | \$ 94,482.70 | \$ 243,017.30 | |
| Grand Total Paid on Contract: | | | | | | |
| | \$ 1,300,000.00 | \$ 140,000.00 | \$ 1,440,000.00 | \$ 527,253.51 | \$ 912,746.49 | |

FY 2014/2015 included only the period March 25, 2015, through June 30, 2015.