

## Legislation Details (With Text)

<b>File #:</b>	BILL NO. 23-048	<b>Name:</b>	
<b>Type:</b>	Ordinance - Committee	<b>Status:</b>	Passed
<b>File created:</b>	1/25/2023	<b>In control:</b>	City Council - Regular Session
<b>On agenda:</b>	2/28/2023	<b>Final action:</b>	2/28/2023
<b>Title:</b>	An Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same. (PWC 2/13/23)		
<b>Sponsors:</b>	Public Works Admin & Engineering		
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Ordinance, 2. Exhibit A: Agreement with Prairie Industrial Group, LLC, 3. Exhibit B: Agreement with Utila Safe Construction, LLC, 4. Supporting Document: Score Sheet		

Date	Ver.	Action By	Action	Result
2/28/2023	1	City Council - Regular Session	for second reading	Pass
2/28/2023	1	City Council - Regular Session	adopted and numbered	Pass
2/13/2023	1	Public Works Committee	recommended for approval	

An Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same. (PWC 2/13/23)

### Issue/Request

An Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same.

### Key Issues:

- The City will use on-call potholing services to support design and maintenance activities
- Work under these agreements is funded by specific projects or programs approved by Council in the City's annual operating budget or Capital Improvement Plan
- Construction services will include, but not limited to, non-destructive excavation techniques to expose and locate underground utilities

### Proposed Committee Motion:

I move to recommend to the City Council approval of an Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same.

Proposed City Council Motion:

FIRST MOTION: I move for a second reading of an Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same.

SECOND MOTION: I move for adoption of an Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same.

Background:

It is often necessary to physically locate underground utilities during the design phase of Capital Improvement Projects or before maintenance activities. General utility location from the ground surface, accompanied with researching know records, usually provides the general location of utility within a 6-foot wide area. However, the depth and precise location cannot be determined from the surface, so certain critical activities require excavation to find the utility.

Vacuum excavation provides safe method that has a very low risk of damaging utilities and creates a very small disturbed areas on the surface. Finding the exact location of utilities will reduce the risk of damaging utilities during construction. It is also significant safety measure when working with certain utilities such as high-pressure gas mains.

Locating utilities during design ensure a proposed construction will not be in conflict with existing conditions. Finding unknown utility conflicts during construction causes construction delays and increased change order costs. City maintenance crews also have access to these services as needed.

This agreement allows the City to contract for on-call potholing (excavation) services under an on-call agreement. This enables the City to authorize work to the contractor that provides the best expertise and/or has staff available for the task. Both of the contractors selected have expertise to successfully perform the work.

This type of on-call contract eliminates going through a selection process for each individual utility-locating pothole request. The contract allows the City to expedite the process and decrease staff time, resulting in savings.

In the event that a contractor is engaged to provide services, the City will enter into a written authorization describing the scope, compensation, required deliverables, and completion time for such services. Exhibit C of

the agreements establishes rates for billing.

Impact/Analysis:

Purchasing issued RFP 2023-039 on December 13, 2022. The RFP was advertised in the City website and PublicPurchase.com. Two firms submitted proposals prior to the January 19, 2023 closing date. All submittals were evaluated by a City Staff evaluation team composed of five personnel from Public Works.

Two contracts are being awarded in order to have contractors available in the event of conflict or if the other contractor is unable to respond in the needed time frame; be able to choose the contractor that may have the better expertise to complete the task; and to have a contractor(s) available in emergency situations.

*..Presenter*

John Persing, Staff Engineer

Recommendation:

Staff recommends approval.

Committee Recommendation:

The Public Works Committee voted unanimously 4-0 to recommend to City Council approval of an Ordinance approving the dual award of RFP 2023-039 to Prairie Industrial Group, LLC and Utila Safe Construction, LLC for on-call potholing (excavation) services for a one-year term with four possible one-year renewal options and authorizing the City Manager to execute an agreement for the same. (PWC 2/13/23)