

**DEPARTMENT OF PUBLIC UTILITIES
FISCAL – CAPITAL IMPROVEMENTS SECTION
REQUEST FOR LEGISLATION FORM**

DATE SUBMITTED TO FISCAL: 10/30/08 **PROJECT ENGINEER:** Robert Schneider /David Kanning

PROJECT NAME: Electrical Tranformers **CIP: 670608** \$: 325,149.00

TYPE: Engineering Agreement: _____ Engineering Agreement Modification: _____
Construction Contract: _____ Construction Contract Modification: _____
Guaranteed Maximum Cost Agreement: _____ Reimbursement: _____
Waive Competitive Bidding Provisions:* _____ Other: X

DESIGNATION: Emergency X 30-Day _____

JUSTIFICATION FOR EMERGENCY DESIGNATION: DOPW (P) has various City and County projects that require transformers to complete. The time frame for securing transformers is before December 1, 2008. Additionally, tranformers will be needed for infrastructure construction and improvement.

OTHER DIVISION/AGENCIES PARTICIPATING:
(Provide project name, amount and contact information)

N/A

RFSQ & RFP INFORMATION (Engineering Only):

- 1) What companies sent in an RFSQ and when were they received?
- 2) When were the RFP's received?
- 3) State the scoring criteria and how the recommended bidder was determined?

NOTES & OTHER INFORMATION:

Four bidders responded. Ermco was deemed as non-compliant due to their terms and conditions including no binding prices and prices that are subject to change without notice. Power Line Supply was the lowest, best bidder on transformer items 1 through 8. VanTran was the lowest,

In addition to submitting this form, attach the following:

- | <u>Construction Contracts</u> | <u>Engineering Agreements</u> |
|---|---|
| <input type="checkbox"/> Electronic Information Sheet | <input type="checkbox"/> Electronic Information Sheet |
| <input type="checkbox"/> Electronic Map (not necessary for Citywide or Plant Proj.) | <input type="checkbox"/> Electronic Map |
| <input type="checkbox"/> Electronic Bid Waiver (if applicable)* | <input type="checkbox"/> Electronic Bid Waiver (if applicable)* |
| <input type="checkbox"/> Electronic Bid Tabulation (if not prepared by Fiscal) | <input type="checkbox"/> Electronic Engineering Agreement |
| <input type="checkbox"/> Electronic Quality Factor Form (if not prepared by Fiscal) | (Incl. appendices for Time Schedule, Labor |
| <input type="checkbox"/> Successful bid book and 5 blank books | Hours, Cost Summary, and Design/Maps) |

best bidder on transformer items 9 through 11. A total of seventeen transformers are needed and a spreadsheet of the bid responses is attached under a separate document.