



City Council Report

Date: August 26, 2019
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal with a One-Year Renewal Option to the Term Contract for Electric Switchgear Testing, Maintenance and Repairs for the Water Resources Department **(Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Water Resources Department and Purchasing recommend authorizing the renewal with Cannon & Wendt Electric Company, Inc.; and Hampton Tedder Technical Services, Inc.; at \$250,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides services including inspection, testing, preventative maintenance, evaluation, repair estimates, and repair or replacement of electrical distribution system components located at the City's potable water and wastewater facilities.

Cannon & Wendt Electric Company, Inc., and Hampton Tedder Technical Services, Inc., both agreed to renew the contract without a price increase. The City has been satisfied with each vendor's performance and the vendors' services meet the City's contract specifications. Rebidding this contract would likely expose the City to higher prices for these services. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Purchase Information

Action: Renewal (1st of 2 possible)
Procurement Type: Request for Proposals
Contract Number: 2016287
Original Council Award Date: 10/17/2016
Initial Contract Term: Three years
Possible Renewals: One-year renewal subject to Administrative review and approval
Funding Source: Water Resources Department operating budget (Water and Wastewater Operations and Maintenance)