CITY OF COFFEYVILLE
BOARD OF COMMISSIONERS AGENDA ITEM

MEETING DATE	October 27, 2015	
RESOLUTION OR ORDINANCE NUMBER	R-15-131	
AGENDA TITLE	**Metering and Relaying Panel – CMLP Generation Facility No.2**	
REQUESTING DEPARTMENT	Electric	
PRESENTER	Michael Shook	
FISCAL INFORMATION	Cost as recommended:	$37,048.17 (Tax Incl.)
	Budget Line Item:	890-5-030-862 PLANT IMPROVEMENTS
	Balance Available	
	New Appropriation Required:	[ ] Yes [x] No
PURPOSE	Execute an agreement to supply a metering and relaying panel for the new generation project.	
BACKGROUND	The Electric Utility used the competitive bid process to obtain price quotes to supply the metering and relaying panel for the Coffeyville Municipal Light & Power New Generation Project.	
SPECIAL NOTES		

ANALYSIS	Proposals were received from two (2) vendors to supply the metering and relaying panel as designed and specified by Burns & McDonnell Engineering. Keystone Electrical was the low bidder. Proposals were evaluated by Burns & McDonnell Engineers, and City of Coffeyville Electric Utility Staff. The bid summary/analysis is attached for your review.
PUBLIC INFORMATION PROCESS	
BOARD OR COMMISSION RECOMMENDATION	
STAFF RECOMMENDATION	Staff recommends that the Mayor be authorized to enter into an agreement with Keystone Electrical to supply the metering and relay panel for the new generation project, as designed and specified by Burns & McDonnell, in the amount of $37,048.17.
REFERENCE DOCUMENTS ATTACHED	Bid Summary/Analysis

RESOLUTION NO. R-15-131

A RESOLUTION TO ENTER INTO AN AGREEMENT WITH KEYSTONE ELECTRICAL TO SUPPLY A METERING AND RELAYING PANEL AS DESIGNED AND SPECIFIED BY BURNS & MCDONNELL FOR THE CITY OF COFFEYVILLE ELECTRIC UTILITY.

BE IT RESOLVED by the Board of Commissioners of the City of Coffeyville, Kansas that the Mayor be and is hereby authorized to enter into an agreement with Keystone Electrical to supply a metering and relaying panel as designed and specified by Burns & McDonnell in the amount of $37,048.17 for the City of Coffeyville Electric Utility.

ADOPTED THIS 27th DAY OF OCTOBER, 2015.

_____
Christopher V. Williams, Mayor

ATTEST:

_____
Cindy Price, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
Paul Kritz, City Attorney

Project No.:81799

Coffeyville Generation Station #2

C5230-Metering and Relaying Panels

Budget:	**$75,785**		
Bidder's Name (Contractor/ Supplier)-->		**Electrical Power Products (EP2)**	**Keystone Electrical**
Bidder's Contact Party-Name-->		**Timothy O'Donnell**	**Long Ly**
Bidder's Contact Party-Phone-->		**505-262-8161**	**515-283-2567**
Quote/Proposal No.-->		18689	17343
Base Requirements Specified			
One (1) relaying panel 00-EAP-AEE-901		$ 36,895.00	$ 29,564.32
One (1) relaying panel 00-EAP-AEE-902		$ 6,597.00	$ 4,652.19
Transportation (DDP jobsite)		$ 495.00	$ 350.00
Performance and Statutory Bonds		$ 295.00	$ 220.50
Total Base Amount		$ 44,282.00	$ 34,787.01
Options Specified			
N/A			
Total Option Amount		$0	$0
Commercial Comments			
		None	None
Sub-Total Evaluated Amount (w/o Options)		**$ 44,282.00**	**$ 34,787.01**
Sub-Total Evaluated Amount (w/ Options)		**$ 44,282.00**	**$ 34,787.01**
Ranking (w/o Options)		2	1

Recommendation of Award: Based on the evaluation criteria provided in the Bid documents, it appears that Keystone Electrical Manufacturing Co. is the lowest, responsive, and responsible bidder. It is recommended that Keystone Electrical Manufacturing Co. be awarded the contract for Metering and Relaying Panels.