

City of Bethel Action Memorandum

Action memorandum No.	18-55		
Date action introduced:	July 24, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:	July 24, 2018	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Action Title: Authorizing the City Manager to negotiate and execute a contract with the top scoring proposer for Water Tank Inspection and Cleaning Services.

Attachment(s): Proposed Contract for Services

Department/Individual:	Initials:	Remarks:
Bill Arnold, Public Works director		
Pete Williams, City Manager		
Jim Wyckoff, Purchasing Agent		
Patty Burley, City Attorney		Procurement process complied with as well as both the BMC & AK law

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
XX	Funds in City Budget.	51-83-772
	Funds not in City Budget.	

Summary Statement:

For this project, the City of Bethel submitted a Request for Proposal on two (2) separate occasions. The first occurred in from September to October of 2017. The 2nd occurred in April of this year. In the 1st RFP, the responses led the City to revise its strategy on how the process was going to be accomplished. It became clear from the responses that without knowing how much sediment was in each tank, the costs would be difficult to control. Neither proposer was fully responsive, giving varying prices rather than firm prices. Much of this was due to the uncertainty of the amount of sludge in the tanks. Before this could be remedied, there was a serious water line freeze which occurred caused by pump failure. This put a strain on the system and caused the City to shelf the tank cleaning to ensure the water plant operations were unimpeded to deal with any strain that might result as pumps were replaced and lines thawed.

The 2nd RFP also received two responses. However, both responses were well above the City's budgeted amount for the work. As a result, the City issued a best and final offer addenda giving both proposers an opportunity to provide a best and final offer that was within the City's budget. Only 1 of the 2 responded. That proposal was responsive.

A draft contract is attached.