



Agenda Item: Amendment - Contract

Title: Consideration of an amendment to the agreement for professional services between the City of Laramie and The Plumbing Company, Inc. for plumbing repair and installation services for City owned facility plumbing systems and equipment.

Recommended Council MOTION:

I move that Council approve amendment number two to the agreement for professional services between the City of Laramie and The Plumbing Company, Inc. for plumbing repair and installation services for City owned facility plumbing systems and equipment for a two-year period and authorize the Mayor and Clerk to sign.

Administrative or Policy Goal:

Division Objective: Continue to integrate energy efficiency practices and procedures into all aspects of our operations, from capital construction to protection and continuing maintenance of existing City owned property, equipment and environmental/custodial services.

Background:

Until June 2014, the City had been utilizing several different local electrical contractors to provide electrical repair and installation services for City owned electrical systems. The vast majority of the electrical contractor calls are for potential emergency electrical repairs. The City's purchase policy requires that multiple written quotes be obtained for purchases that involve materials and labor. With that being the case, occasionally potential emergency electrical repairs were un-intentionally delayed while obtaining written quotes to complete the work.

In 2015 the Facilities Management staff believed that a professional services agreement with a plumbing contractor vetted through the Request for Qualifications (RFQs) process would eliminate the delays in emergency repairs, therefore saving City staff time and operational efficiencies. The RFQs stipulated that hourly labor costs for emergency troubleshooting, repairs and discounted materials and supplies be included, in a sealed envelope, with the submittals. Set hourly rates and parts discount rates are to remain constant for a two-year period and the emergency call response time must be within one (1) hour. Requests for Qualifications for plumbing repair and service were legally advertised and sent out to four (4) local plumbing contractors in December of 2015. Only one submittal was received, and it did not meet all of the requirements spelled out in the RFQ. The RFQ was re-advertised and sent out to local plumbing contractors in February of 2016.

Only one submittal was received, from The Plumbing Company, Inc., and it met all of the requirements of the RFQ. A professional services agreement for plumbing repair and installation services, with a term of two years, between the City of Laramie, and The Plumbing Company, was entered into in April 2016

Because of the excellent service, provided by The Plumbing Company, under the agreement, and the fact that no other plumbing contractors responded to the previous RFQs, the staff believed that agreement should be extended and amendment number one, which extended the agreement for another two years, was approved by Council in March of 2018. The staff feels that The Plumbing Company has continued to provide excellent service and recommends that the current agreement with The Plumbing Company for Plumbing Service and Installation be extended once again.

The Plumbing Company has submitted a schedule of values for hourly labor costs for both normal working hours, and after hours/weekends, and a discounted parts/materials rate. This schedule of values reflects a ten percent increase from the 2016 contract pricing.

The attached amendment number two to the professional services agreement extends the term of the agreement for a period of two years, through May 30, 2022.

Budget/Fiscal Information:

EXPENSE

Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$30,000.00	This amount is approximate and represents the average
Loans on Project		annual expense of contracted electrical work City wide
Grants for Project		
Other/Outside Projects		
City's Amount	\$30,000.00	
Contingency	0% \$0.00	
Total Amount	\$30,000.00	

Responsible Staff:Scott Stevenson, Facilities Maintenance Manager - sstevenson@cityoflaramie.org or 721-3585Todd Feezer, Assistant City Manager - tfeezer@cityoflaramie.org or 721-5304**Attachments:**

Amendment Two Plumbing Repair and Installation Services

Original Agreement 2016.Amendment 1 Plumbing Co 3-20-18