



# **INFORMATION MEMORANDUM**

TO: Mayor and City Council

FROM: Kevin Muenchow, Fleet and Facilities Director

DATE: November 12, 2019

SUBJECT: Service Center Gas Line Bids

## **Back Ground**

City Administration, with the assistance of the City's Construction Manager, publicly advertised and accepted competitive sealed bids for work, equipment and materials related to the installation of the Atmos gas line for the Service Center Project. The bids were received on September 23, 2019 at 2 pm, the seal bids received were opened and publically read by the Construction Manager in the presence of the City's Purchasing Agent. The City's Construction Manager assisted the City in evaluation the lowest and most qualified bid for various portions of the Project.

City Administration reviewed bid recommendations from the City's Construction Manager and the project budget with actual bid costs. City Administration concurred with the recommendation to award the contract to Mabak Directional Drilling, Inc. in the amount of \$102,779 and an agreement be signed and negotiated with Atmos and Mabak to perform said work. This contract is within the current not exceed the project budget amount of \$7 million. This project is a "pay as you go" from the Non-Bond Utility.

## **Recommendation**

City Administration recommends approving Resolution 2019-149 authorizing the City Manager to negotiate and enter into contractual agreement with Mabak Directional Drilling,

Inc. and Atmos Energy for the installation of the Atmos gas line for the Service Center Project.