



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

I move to reject both bids received and re-bid the Variable Frequency Drivers (VFD) for the Ketchum/SVWSD Water Reclamation Facility.

Reasons for Recommendation:

We recommend rejecting both bids and re-bidding for the following reasons:

- The electrical engineer’s cost opinion for the equipment is \$200,000. The low bid is almost 40 percent higher than the engineer’s estimate.
- The difference between the bids was significant. The second bid was about 60 percent higher. We expect bids to normally be within 20 percent of each other.
- The apparent confusion on sending an e-mail bid resulted in 2 bids being received minutes late. Two more bids would have given us better confidence in selecting the low bid.

With a re-bid, we propose to change the bidding document as follows:

- Only require the Bidder to send the Bid Form and Bid Proposal (4 pages) instead of the complete document (126 pages). This should make e-mail delivery smoother.
- Shorten the specified delivery time from 12 months to 9 months. Several of the VFD’s are for new blowers expected to be installed by September 2024. Completing the electrical installation as soon as possible reduces the permit risk associated with an existing blower failure.
- Have the Bidder provide a clear description of the equipment proposed and their estimated delivery time.
- Advertise the re-bid on November 22 and 29 with a bid date of December 6th.

Additional Background:

We reviewed the two bids received prior to the November 1st, 2 pm deadline for wastewater plant VFD equipment.

1. MP Predictive Technologies, Inc. - \$434,113.10
2. CES Twin Falls - \$275,161.00

Two additional bids were received past the bid deadline (one 4 minutes late and one 20 minutes late). These bids were not opened.

Sustainability Impact:

None OR state impact here: NONE

Financial Impact:

None OR Adequate funds exist in account:	Better bid evaluation and consideration of expenditure of tax dollars.
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