



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 www.menashautilities.com

MEMORANDUM

TO: Public Works Department

FROM: Melanie Krause, General Manager
Steve Grenell, Engineering Manager

DATE: September 28, 2016

SUBJECT: Recommendation for Award

At the Regular Meeting on September 28, the Menasha Utilities Commission passed a motion for the Board of Public Works to recommend to the Common Council authorization of award of the Midway Loop project to J&R Underground in the amount of \$154,756.25. This contract is for installation of the electrical plant materials as well as a 2" duct bore that can be used for future fiber installation.

Copies of supporting documents are enclosed.



September 22, 2016

sent via email: sgrenell@wppienergy.org

Steve Grenell
Menasha Utilities
321 Milwaukee St.
PO Box 340
Menasha, WI 54952

***Subject: Menasha Utilities – Midway Underground Loop Project
Construction Bid Results and Recommendation to Award***

Dear Steve:

This letter is to summarize the sealed bid process and results for construction labor regarding the Midway Underground Loop Project, along with a recommendation to award this Contract.

On September 13, 2016, invitations to bid on unit priced labor were sent to three pre-qualified electrical construction contractors. Class II advertisements were also run for this project. Subsequent to the initial invitation to bid and advertisement, Holtger Bros., Inc., Michels Corporation, and Elmstar Electric Corporation requested a copy of the bid documents, and these were provided on August 19, 2016, August 22, 2016, and August 24, 2016, respectively. Four sealed bid packages were received by 1:00pm on September 13, 2016 at the Menasha Utilities (Menasha) office at 321 Milwaukee Street, Menasha, WI. The sealed bids were opened by you and witnessed by Melanie Krause, Greg Shull, and myself. No bidders were present in person to witness the sealed bid opening.

The four contractors who submitted sealed bids were J&R Underground, Michels Corporation, RK Enterprises of Wisconsin, and Holtger Bros.

A detailed review of the four submitted bid packages resulted in the determination that the lowest estimated bid was received from J&R Underground with the second lowest received from Michels Corporation. A summary of the total estimated bid prices is outlined below:

BIDDER	BID PRICE
J&R Underground	\$154,756.25
Michels Corporation	\$190,979.21
RK Enterprises of WI	\$199,765.00
Holtger Bros.	\$324,340.00

Upon review of the bids received, we recommend that Menasha Utilities award the Midway Underground Loop Project to J&R Underground in the estimated amount of \$154,756.25. This price includes installation of the electrical plant as well as an bore that can be used for future fiber installation.

Enclosed is the bid tabulation as well as an electronic copy of pertinent bid documents received from J&R Underground. Please review these documents at your convenience. PSE will submit draft contract documents to Menasha for approval prior to final award.

If no questions arise, please respond indicating approval to award the project to J&R Underground. Upon approval from Menasha, a Notice of Intent to Award will be issued to J&R Underground. The Menasha Board and Council approval process may also begin at this time. Assuming all approvals will be granted, a Notice to Proceed will be issued to J&R Underground directing them to secure the Performance Bond and the required Insurance Certificates. Upon receipt of these documents from J&R Underground, PSE will compile the final contracts and deliver them to you for the appropriate signatures.

Please feel free to contact me via phone or email if you have any questions or would like to discuss these items further.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Mezera", written in a cursive style.

Michael H. Mezera
Manager of Line Design

enclosures

Bidder:	J&R Underground LLC
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New Construction

Unit	Bid Qty	Bid Price per Unit	Extended Price
#1 - 6" Duct Bored Installation	4025	\$ 29.75	\$ 119,743.75
#2 - 750 MCM AL URD Installation	4025	\$ 2.90	\$ 11,672.50
#3 - 4/0 AWG AL URD Installation	150	\$ 2.90	\$ 435.00
#4 - Switchgear Base Installation	1	\$ 750.00	\$ 750.00
#5 - Switchgear Installation	1	\$ 750.00	\$ 750.00
#6 - Junction Cabinet Installation	6	\$ 550.00	\$ 3,300.00
#7 - Grounding Assembly UM48-2F	6	\$ 65.00	\$ 390.00
#8 - Grounding Assembly UM48-5	1	\$ 65.00	\$ 65.00
#9 - Miscellaneous Excavation	1	\$ 250.00	\$ 250.00
#10 - Restoration	1	\$ 1,300.00	\$ 1,300.00
#11 - 2" Duct Bored Installation	4025	\$ 4.00	\$ 16,100.00
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Total for New Construction	\$	154,756.25
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