



MEMORANDUM

To: Mayor and Members of the City Council

From: Richard Hicks, Interim City Manager

Date: April 22, 2022

Subj: Consideration – Contracting for Water & Sewer Line Repair

BACKGROUND:

During the last Council meeting, Public Utilities Director, Dwan Bell submitted a proposal to utilize a portion of the \$300,000 of budgeted funds for sewer main improvements and \$515,000 of budgeted funds for various water line improvements. Bids were taken on these projects and the recommendation was to award a bid to Enviro-tech Unlimited Construction Services, LLC in the amount of \$119,066.72 for sewer line repair and \$387,737.57 for water line repairs, for a total of \$506,804.29. During the April 11, 2022 Council meeting, it was determined by the Council to hold off on any future spending until further review of the revenues and expenditures of the water and sewer fund was done. The memorandum from the April 11th meeting is attached for your reference.

ANALYSIS:

Staff has completed a review of the projected water and sewer revenues and are projecting a shortfall in revenues of \$1,297,165. If Council wants to move forward with the water and sewer line repairs, staff projects that expenditures will exceed the budgeted amounts by \$535,284. Attached is a spreadsheet of the projections. These are only projections. It is possible that revenues will be higher than projected and expenditures could be less than projected; however, staff wanted the Council to have enough information to render a decision.

STAFF RECOMMENDATION:

Council will need to determine if the bids should be awarded for the water and sewer line repairs.

FY 21/22 Budget Projections (Water & Sewer)

Department	Current Budget	FY 21/22 Projected	Balance	% Spent
Finance/Data Processing (4430)	\$163,298	\$168,812	-\$5,514	1.033766488
Non Departmental (6600)	\$1,038,768	\$1,026,849	\$11,919	0.988525831
Finance/Customer Service (7200)	\$445,107	\$356,045	\$89,062	0.799908786
Water Treatment (8100)	\$4,668,521	\$4,555,013	\$113,508	0.975686518
Wastewater Treatment (8200)	\$2,086,560	\$2,265,357	-\$178,797	1.085689844
Water & Sewer Maintenance	\$3,459,958	\$4,025,420	-\$565,462	1.163430308
	\$11,862,212	\$12,397,496	-\$535,284	
Water and Sewer Fund Revenues	\$11,862,212	\$10,565,047	\$1,297,165	



MEMORANDUM

To: Mayor and Members of the City Council

From: Richard Hicks, Interim City Manager
Dwan A. Bell, Public Utilities Director

Date: April 8, 2022

Subj: Consideration - Contracting for Water & Sewer Line Repair

BACKGROUND:

The City's approved budget for this fiscal year included a \$300,000 allotment of funds for various sewer main improvements, and \$515,000 for various water line improvements. Public Works' Administration solicited Request for Proposals for an estimated \$375,000 worth of water line repair, and \$150,000 of sewer line repair after plan and cost review (PCR). On April 1, 2022, the City opened construction bids from two contractors:

- Envirotech Unlimited Construction Services, LLC: \$1,019,596.63, and
- Bridgeman Civil, Inc: \$3,899,470.30.

April 1, 2022 marked the second time that this bid opening was conducted. The first opening for submissions to "Sewer Line & Water Line Replacement; Request for Proposals 1201-2021" was on March 16th, 2022. State purchasing rules require that the City receive at least three bids; if not, all bids are returned and the project must be re-advertised for at least seven business days before a second bid opening can be scheduled. As such, a second "Sewer Line & Water Line Replacement; Request for Proposals 1201-2021" was issued and advertised on March 17th, 2022. The City received the two aforementioned bids and opened them on April 1, 2022.

ANALYSIS:

Based on the bids received, Enviro-tech Unlimited Construction Services, LLC is the lowest bidder. Staff members reviewed the bid documents to confirm price calculations, check for required forms, and complete score cards based on pricing, experience, and references. The bid tabulation below shows the details of the bid submissions and selected water and sewer lines to be repaired within budget.

City of Elizabeth City

Bid Tabulation: Sewer Line & Water Line Replacement for the City of Elizabeth City

RFP# 1201-2021

Opening Date: April 01, 2022 Time: 2:00PM

Location: Public Utilities, 2nd Floor Conference Room, 410 Pritchard St, Elizabeth City, NC 27909

Water & Sewer Line Replacement Areas	Vendor		
	Bridgeman Civil	Enviro-tech Unlimited Construction Services, LLC	Variance
Sewer Line Replacement			
Aydlett Cir	\$ 263,164.00	\$ 119,066.72	\$ 144,097.28
Parkview Dr	\$ 676,100.70	\$ 233,033.24	\$ 443,067.46
Sewer Line Replacment Total	\$ 939,264.70	\$ 352,099.96	\$ 587,164.74

Water Line Replacement			
Hemlock St	\$ 665,911.40	\$ 164,558.57	\$ 501,352.83
Virginia St	\$ 629,035.00	\$ 126,458.59	\$ 502,576.41
Normal Ave	\$ 671,388.30	\$ 153,300.51	\$ 518,087.79
Cooke St	\$ 993,870.90	\$ 223,179.00	\$ 770,691.90
Lowe St	\$ -	\$ -	\$ -
Water Line Replacement Total	\$ 2,960,205.60	\$ 667,496.67	\$ 2,292,708.93

Sewer & Water Line Replacement Total	\$ 3,899,470.30	\$ 1,019,596.63	\$ 2,879,873.67
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Based on bid pricing, the City expects the highlighted segments above to be repaired for less than or equal to the approved budget.

STAFF RECOMMENDATION:

By motion, authorize the City of Elizabeth City to enter into a contract with Enviro-tech Unlimited Construction Services, LLC in the amount of \$119,066.72 for *sewer line repair* and \$387,737.57 for *water line repair*, totaling 506,804.29.