



**Request for City Council Committee Action
From the Department of Finance and Property Services**

Date: January 28, 2013
To: Honorable Elizabeth Glidden, Regulatory, Energy, and Environment Committee
Referral: Honorable Betsy Hodges, Chair Ways & Means Committee
Subject: **Amendment No. 1 (Final) – Energy Concepts
Fire Station No. 4 13kW PV Installation**

Recommendation:

That the proper City Officers be authorized to execute Amendment No. 1 (Final) to Contract No. C-36072 with Energy Concepts. The total amount of Amendment No. 1 is \$1,060.00. Therefore, the current contract amount of \$58,500 would be increased for a revised contract amount of \$59,560. The original Project Budget (Fund 01300 Department 8201600 Project Number G3680EICFS4) is adequate for Amendment No. 1 (Final); therefore no additional appropriation is required.

Previous Directives:

- August 17, 2012: City Council and Mayor granted approval of bids for OP #7663 low responsive bid of Energy Concepts in the amount of \$58,500
- August 6, 2010: Agreement to accept the \$1.35 million grant from the Minnesota Office of Energy Security for solar installations.

Prepared by: Brian Millberg, Energy Manager 673-3024

Approved by: 

Kevin Carpenter, Chief Financial Officer, Finance and Property Services


Paul Aasen, City Coordinator

Presenters: Brian Millberg, Energy Manager, Finance and Property Services

Reviews

Permanent Review Committee (PRC): Approval NA Date _____
Civil Rights Approval Approval YES Date 08/01/2012
Policy Review Group (PRG): Approval NA Date _____

Financial Impact

No financial impact

Community Impact

Neighborhood Notification:

City Goals: Eco-Focused, Jobs and Economic Vitality

Comprehensive Plan:

Zoning Code:

Background/Supporting Information

In August of 2012, the City Council and Mayor awarded the bid for the installation of a solar photovoltaic system at the Fire Station No. 4 to Energy Concepts for the amount of \$58,500.00. The Construction project began in October of 2012 and was completed in December of 2012.

Amendment #1

Amendment #1 is for additional roof preparation work that was unforeseen at the time of awarding the contract. This is the final amendment to Energy Concepts, as the project is now completed.

Therefore, we are requesting that the current contract with Energy Concepts be amended and increased by a total of \$1,060.00 for a revised contract amount of \$59,560.00. The construction contingency provided as part of the original Project Budget (Fund 01300 Department 8201600 Project Number G3680EICFS4) is adequate for Amendment No. 1; therefore no additional appropriation is required.