



# Weatherford Municipal Utility Board

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## AGENDA REPORT

**Meeting Date:** June 27, 2024

**Staff Contact:** Joe Farley, Director of Electric Utilities

**Item Number:** 2024-375-AR

**Phone:** (817) 598-4272

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**SUBJECT:** Consider authorizing the City Manager to execute Change Order 1 for a contract with RMS Energy Company, LLC in an amount of \$7,500 for a total contract amount of \$88,949.

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### **BACKGROUND/DISCUSSION**

Funds are budgeted annually in order to perform preventive substation maintenance and testing. A five-year cycle of maintenance and testing is utilized to maintain electric service reliability and to satisfy regulatory requirements. The bid was advertised in the local paper of record on March 2, 2024 and March 9, 2024. Twenty-seven vendors requested bid packets, and four bids were received by the posted deadline. The bids were publicly opened and read aloud on March 21, 2024 at 2:00 pm. The most qualified, responsive, and best value bidder was RMS Energy Company. This bid was awarded by the Weatherford Municipal Utility Board to RMS Energy Company at the April 25, 2024 Municipal Utility Board meeting. RMS Energy started the substation maintenance and testing on June 3, 2024 and completed on June 21, 2024. During the course of the work, RMS Energy discovered some maintenance issues that needed to be corrected. It was decided to allow the corrections to be completed because: 1) the substation was already de-energized and the work could be performed, 2) ERCOT had already approved our clearance for the maintenance and testing, but we would have to go back through their process to get another clearance if any work was to occur outside the approved timeframe, 3) if the work was not done at that time, we would have to pay an additional mobilization fee to have RMS Energy or another contractor to come back and perform the work. Having RMS Energy perform the work saved both time and money. However, the additional work did generate a change order in the amount of \$7,500.

### **FINANCIAL IMPACT**

The original amount of \$81,449 and the additional funds in the amount of \$7,500 for Change Order 1 are available in the Electric Department's operating budget.

### **SUGGESTED ACTION**

Staff recommends approval.

### **ATTACHMENTS**

- [2024-06-27 Change Order 1.pdf](#)