

## City Council – Action Request Form

**Date:** June 13, 2022

**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

Aaron King, Assistant City Manager

**From:** Toneq McCullough, Transportation Director  
Shantell McClam, Purchasing Director

**Council Action Requested:**

Resolution Awarding Contract for Underground Facility Locating Services

**Strategic Focus Area:** Service Excellence

**Strategic Objective:** Ensure Service Delivery Efficiency and Effectiveness

**Strategic Plan Action Item:** No

**Key Work Item:** No



**Summary of Information:**

The Transportation and Information Systems departments have the need for a contractor to provide the necessary materials, labor and equipment for underground facility locating services on the City's Traffic Signal and Information Systems Fiber Optic Cable network located in public right-of-way and off-street easements in order to safeguard sub-surface facilities from excavation damage.

City/County Purchasing issued a Request for Proposal (RFP) to provide underground facility locating services, with proposals received on May 3, 2022, from the following firms:

<u>Company Name</u>	<u>City, State</u>
Line Quest, LLC	Browns Summit, NC
Southern Cross, LLC	Peachtree Corners, GA
Stake Center Locating, Inc.	Greensboro, NC
USIC Locating Services, LLC	Indianapolis, IN

Upon review, the proposal from Line Quest LLC failed to submit their proposal on the correct forms as supplied in the bid documents and as a result, their proposal was rejected as non-responsive.

**Committee Action:**

**Committee**      Finance 6/13/22                      **Action**                      Approval

**For**                      Unanimous                      **Against**                      \_\_\_\_\_

**Remarks:** \_\_\_\_\_

Terms of the bid document specified detailed evaluation criteria of business location, cost, references and completeness of proposal. An evaluation panel of staff members from Transportation, Information Systems, Utilities and Business Inclusion and Advancement reviewed the proposals received. See Exhibit A for the detailed scores.

Based upon the evaluation panel's assessment, it is recommended that a contract for underground facility locating services per the prices offered in the RFP be awarded to USIC Locating LLC in the amount of \$183,300. Terms of the bid allow for the possibility of two 12-month extensions, giving the contract a total potential value of \$549,900.

M/WBE comment: Notifications were sent directly to 37 businesses and the opportunity was sent to all local M/WBE and area HUB businesses on a weekly basis. The bid opportunity was also advertised on the city and state websites. See Exhibit B for a complete list of businesses notified of this bid.

Workforce Demographics: See Exhibit C for the workforce demographics of the recommended vendor.