



Date of Council Meeting: June 14, 2016

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Town Shop Storage Tank

Staff Contact: Renée LaFollette, P.E., Director, Public Works & Capital Projects
Lott Bolden, Buildings Superintendent
Octavia Andrew, Chief Procurement Officer, Finance & Administrative Services

Council Action Requested: To award a construction contract to Advanced Fueling Systems, Inc. for the Underground Storage Tank Removal and Aboveground Storage Tank Installation project in the amount of \$115,500.

Staff Recommendation: Staff recommends awarding the construction contract for the Underground Storage Tank Removal and Aboveground Storage Tank Installation project to Advanced Fueling Systems, Inc. in the amount of \$115,500.

Commission Recommendation: None.

Fiscal Impact: The Underground Storage Tank Removal and Aboveground Storage Tank Installation project is part of the Adopted Fiscal Year 2016 Capital Asset Replacement Fund (CARF). No additional appropriation is needed since there is sufficient funding available with the CARF due to other approved projects that were completed under budget. Bids for the Underground Storage Tank Removal and Aboveground Storage Tank Installation project came in higher than anticipated at \$95,500. Due to the nature of the work, staff has included a \$20,000 contingency to deal with unforeseen issues during construction such as rock, the potential for contaminated soil, issues removing the existing piping, etc. As a result, the value of the contract to be awarded is \$115,500.

Work Plan Impact: None. This project is part of the current work plan for Public Works and Capital Projects.

Executive Summary: The Underground Storage Tank Removal and Aboveground Storage Tank Installation project is part of the scheduled replacement of aging infrastructure at the Town Shop which is the maintenance facility for the Department of Public Works and Capital Projects. The underground storage tank is 27 years old, has exceeded its useful life, and needs to be replaced to stay in compliance with our MS-4 permit, the Environmental Protection Agency (EPA) and the Virginia Department of Environmental Quality (DEQ)

requirements related to underground storage tanks. The new aboveground facilities does not need to be regulated by the EPA or by DEQ.

Background: The Underground Storage Tank Removal and Aboveground Storage Tank Installation project constitutes on-going maintenance and replacement of old and deteriorated infrastructure at Town owned facilities. The new above ground storage tank will make the maintenance and inspections that are required for storage tanks more efficient and less hazardous for staff and the environment by removing the underground tank.

In response to a public solicitation for the construction of the Underground Storage Tank Removal and Aboveground Storage Tank Installation project, the Town received five bids on May 26, 2016 as follows:

- | | |
|---|--------------|
| • Advanced Fueling Systems, Inc. | \$ 95,500.00 |
| • Oil Equipment Sales and Service Co., Inc. | \$125,949.00 |
| • Capital Petroleum Equipment | \$128,576.73 |
| • Apex Companies, LLC | \$141,436.00 |
| • Total Environmental Concepts, Inc. | \$169,430.00 |

The bids were evaluated by the Director of Public Works & Capital Projects and the Chief Procurement Officer in accordance with the Town's Procurement Policy. Advanced Fueling Systems, Inc. of Ashland, Virginia was determined to be the lowest responsive and responsible bidder. Advanced Fueling Systems is registered with the State Corporation Commission and authorized to transact business in the Commonwealth of Virginia, does not appear on the Commonwealth of Virginia's Debarment List last updated November 5, 2015, has a valid Class A Contractor's License, and adequate experience performing work of similar nature.

This is a unit price contract. The estimated quantities multiplied by the unit price have established the not to exceed contract price. Change order procedures are detailed in the bid specifications.

Construction is anticipated to begin in summer 2016 and be completed in fall 2016.

Attachment: Resolution

PRESENTED June 14, 2016

RESOLUTION NO. 2016-

ADOPTED _____

A RESOLUTION: AWARDING THE CONSTRUCTION CONTRACT FOR THE UNDERGROUND STORAGE TANK REMOVAL AND ABOVEGROUND TANK INSTALLATION PROJECT IN THE AMOUNT OF \$115,500.

WHEREAS, the Underground Storage Tank Removal and Aboveground Tank Installation is an approved Capital Asset Replacement Project, which is funded in Fiscal Year 2016; and

WHEREAS, this contract award is for the removal of an existing underground used oil storage tank and replacement with an aboveground used oil and used antifreeze tank; and

WHEREAS, in response to a public solicitation for construction bids for the Underground Storage Tank Removal and Aboveground Tank Installation project, the Town received five bids on May 26, 2016 as follows:

- Advanced Fueling Systems, Inc. \$ 95,000.00
- Oil Equipment Sales and Service Co., Inc. \$152,449.00
- Capital Petroleum Equipment \$128,576.73
- Apex Companies, LLC \$141,436.00
- Total Environmental Concepts, Inc. \$169,430.00

WHEREAS, the bids were evaluated by the Director of Public Works & Capital Projects and the Chief Procurement Officer in accordance with the Town's Procurement Policy; and

WHEREAS, Advanced Fueling Systems, Inc. was determined to be the lowest responsive and responsible bidder; and

WHEREAS, this is a unit price contract and the estimated quantities multiplied by the unit price have established the not to exceed contract price; and

WHEREAS, change order procedures are detailed in the bid specifications; and

A RESOLUTION: AWARDING THE CONSTRUCTION CONTRACT FOR THE
 UNDERGROUND STORAGE TANK REMOVAL AND
 ABOVEGROUND TANK INSTALLATION PROJECT IN THE
 AMOUNT OF \$115,500.

WHEREAS, the Director of Public Works & Capital Projects recommends the inclusion of a \$20,000 contingency due to the potential of unforeseen construction issues such as contaminated soil, excessive rock, and removal of pipes, and

WHEREAS, sufficient funding is available within the Town's approved Capital Asset Replacement Fund in the Fiscal Year 2016 budget, and no additional appropriation is necessary.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute a contract, in a form approved by the Town Attorney, with Advanced Fueling Systems, Inc. in the amount of \$115,500 that includes a \$20,000 contingency for the potential of unforeseen construction issues for the Underground Storage Tank Removal and Aboveground Tank Installation project.

PASSED this ___ day of June, 2016.

David S. Butler, Mayor
Town of Leesburg

ATTEST:

Clerk of Council