

MEMORANDUM

DATE: September 30, 2024

TO: Mayor Donna Dodgen  
City Council  
Steve Park, City Manager

FROM: John Donnelly, Director of Public Works

SUBJECT: Indefinite Delivery, Indefinite Quantity (IDIQ) Contract Renewal for  
Utility Trench Repairs

In February 2023, the City Council approved a 2-year (IDIQ contract with Westhill Paving, Inc. to address the backlog of open utility trenches and/or utility cuts needing repairs in the city.

At that time, staff also provided the Council with information on a cost analysis comparison for an outside contractor versus a newly hired 5-person in-house crew to perform the restorative work. The comparison indicated a cost of approximately \$1 million would be spent in the first year and a minimum of \$450,000 in the subsequent years on salaries and benefits for the in-house 5-person crew.

Given the cost-saving information, staff request Council approval to renew the 2-year contract with Westhill Paving, Inc. This year the amount is not to exceed \$850,000 from the FY2025 Utility Operations and Maintenance Fund Budget. Staff will be available to answer any questions.

[For informational purposes: The method of repair is: 1) Excavate the dirt; 2) Backfill to the top of the sand placed around the pipe; 3) Place concrete flowable fill to within 2" from the driving surface; and 4) Place 2" of hot mix asphalt over the flowable fill. This is a proven repair that prolongs the life of the road. All work will be monitored and inspected by Public Works for the quality of repairs on city streets].

Cc: Rick Cortes, Asst City Manager  
Susan Caddell, Finance Director  
File