



General Manager  
334 Front Street  
Ketchikan, AK 99901

Phone (907) 228-5603  
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5b(1)

## TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Delilah A. Walsh, General Manager

DATE: October 13, 2022

RE: **Change Order No. 1 (FINAL) to Contract No. 21-18 – Ketchikan No. 4 Rotor and Stator Rewind, Delta Electric Motors**

At its meeting of November 22, 2021, the City Council adopted a motion accepting the bid of Delta Electric Motors in the amount of \$363,500 for Contract No. 21-18, Ketchikan No. 4 Rotor, and Stator Rewind. The motion adopted by the City Council also established a contingency in the amount of \$36,350, bringing the total budgeted project cost to \$414,850 inclusive of a \$15,000 expenditure for factory acceptance testing.

The motion detailed below was prepared at the request of Acting Electric Division Manager Jeremy Bynum, who asked that it be placed before the City Council for consideration at its October 20, 2022, meeting. If adopted, the motion provides for approving Change Order No. 1 (final) to Contract No. 21-18 in the amount of \$40,314, bringing the total contract cost to \$403,814; this total amount is within the budgeted contingency funds. The rationale for the change order is detailed in Mr. Bynum's transmittal memorandum and requires no elaboration on the part of the General Manager's office; I concur with his recommendation.

The Acting Electric Division Manager will be attending the City Council meeting of October 20, 2022, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

It is recommended the City Council adopt the motion approving Change Order No. 2 to Contract No. 21-18, Ketchikan No. 4 Rotor and Stator Rewind between the City d/b/a Ketchikan Public Utilities and Delta Electric Motors in the amount of \$40,314 bringing the total contract cost to \$403,814; authorizing funding in the amount of \$40,314 from the contract contingency; and directing the General Manager to execute the contract change order on behalf of the City Council.

**Recommended Motion:** I move that the City Council approve Change Order No. 2 to Contract N o . 21-18, Ketchikan No. 4 Rotor and Stator Rewind between the City d.b.a. Ketchikan Public Utilities and Delta Electric Motors in the amount of \$40,314 bringing the total contract cost to \$403,814; authorize funding in the amount of \$40,314 from the contract contingency; and direct the General Manager to execute the contract change order on behalf of the City Council.

**AGENDA – 10/20/22 – KPUCA1**



Electric Division  
1065 Fair Street  
Ketchikan, AK 99901

Phone: (907) 225-5505  
Fax: (907) 247-0755

## TRANSMITTAL MEMORANDUM

**TO:** Delilah A. Walsh, KPU General Manager

**FROM:** Jeremy T. Bynum PE, Acting Electric Division Manager

**DATE:** October 11, 2022

**SUBJECT:** **Request Authorization for Change Order 1 to Contract No. 21-18 Ketchikan No. 4 Rotor & Stator Rewind**

On November 22, 2021, City Council approved the award of Contract No. 21-18 Ketchikan No. 4 Rotor and Stator Rewind to Delta Electric Motors, An IPS Company, in the amount of \$363,500, including \$15,000 for KPU (Ketchikan Public Utilities) participation in Factory Acceptance Testing (FAT), and a \$36,350 contingency for a project total of \$414,850. KPU is requesting authorization of Change Order No. 1 in the amount of \$40,314, which would bring the actual project amount to \$403,814. KPU used \$3,000.63 for FAT, and the CIP account has a remaining balance of \$48,344.37.

The Change Order No. 1 includes a contract date extension and costs associated with unforeseen repairing of Unit No. 4 bearing journals, rebabbiting two (2) bearings, two (2) new oil rings, and shipping.

**Recommendation:** It is recommended that the City Council authorize Change Order No. 1 to Contract No. 21-18 Ketchikan No. 4 Rotor and Stator Rewind to Delta Electric Motors, An IPS Company, for the additional amount of \$40,314 and authorize the funding for Change Order No. 1 from the Ketchikan No. 4 Rotor and Stator Rewind CIP account.

Attachment: 21-18 CO1.pdf  
21-18 - CO1 Invoice.pdf

Cc: Mark Adams, Electric Division Operations Manager  
Kim Hendricks, Administrative Assistant  
Myrna Johannsen, Executive Assistant



Electric Division  
1065 Fair Street  
Ketchikan, AK 99901

Phone: (907) 225-5505  
Fax: (907) 247-0755

September 26, 2021

Delta Electric Motors, An IPS Company  
10831 E Marginal Way South  
Tukwila, WA 98168

**Re: Change Order No. 1: Contract No. 20-14, Ketchikan No. 4 Rotor & Stator Rewind**

This change order modifies your original contract with the City of Ketchikan d/b/a Ketchikan Public Utilities to reflect additional work related to this project:

**Description**

1. Repair DE Bearing Journal, \$1,807.00
2. Cut Coupling Face True, \$1,807.00
3. Rebabbit DE Bearing, \$9,750.00
4. Rebabbit ODE Bearing, \$8,450.00
5. New Oil Ring DE, \$8,500.00
6. New Oil Ring ODE, \$6,500.00
7. Shipping, \$3,500.00
8. Extension of project through December 31, 2022

**Total Change Order No. 1 \$ 40,314.00**

Original Contract;	\$ 363,500.00	Previous Total	\$ 363,500.00
Previous Addition:	\$ -- 0 --	This Change Order	\$ 40,314.00
Previous Deduction:	\$ -- 0 --	New Total	\$ 403,814.00

This above amount covers all work in connection with this change. Your acceptance and the Owner's acceptance shall constitute and become a part of your contract with the City of Ketchikan d/b/a Ketchikan Public Utilities dated January 12, 2022. The above changes shall be subject to the same terms and conditions as contained in said contract.

**Contractor:**  
**Delta Electric Motors, An IPS Company**

**PROJECT ADMINISTRATOR (KPU)**

By: \_\_\_\_\_

Note: All changes in work done on this contract must be reported to and accepted by the Owner before extras will be authorized.

Date: \_\_\_\_\_

**Accepted By:**  
**City of Ketchikan d/b/a Ketchikan Public Utilities, Owner**

By: \_\_\_\_\_

Date: \_\_\_\_\_



# INVOICE

Job #	Date	Invoice #
J300008	08/19/22	6801903

FOB Point of Origin

<b>Bill To</b>	<b>680004</b>	<b>Ship To</b>	<b>000001</b>
CITY OF KETCHIKAN 334 FRONT STREET KETCHIKAN, AK 99901		CITY OF KETCHIKAN 334 FRONT STREET KETCHIKAN, AK 99901	

Rep	Ship Date	Via	Terms	PO Number
H33	08/08/22		NET 30 DAYS	CONTRACT #21-18

Quantity	Item Code	Description	Price Each	Amount
		Ketchikan Generator No. 4 Rotor & Stator Rewind  Extras:  REPAIR DE BEARING JOURNAL \$1807.00 CUT COUPLING FACE TRUE \$1807.00 REBABBITT DE BEARING \$ 9750.00 RBABBITT ODE BEARING \$8450.00 NEW OIL RING DE \$8500.00 NEW OIL RING ODE \$6500.00 SHIPPING \$3500.00 TOTAL EXTRAS: \$40,314.00  Nameplate Data: NP1:GE, NP2:1400KW, NP3:720 RPM, NP4:4160 V, NP5:133 AMP, NP6:S/N 5433291, NP7:EXC. V. 125, NP8:ARM. AMP 243, NP9:60 HZ Field Labor No Tax		40,314.00
10831 E Marginal Way South, Tukwila, WA 98168 Tel: 206.767.9506 Fax: 206.767.0556 Email: dsales@ips.us		Remittance Address: Delta Electric Motors Integrated Power Services, LLC PO Box 601492 Charlotte, NC 28260-1492	Thank you for your business!	Sub-Total \$40,314.00 Tax Total \$.00 Freight \$.00 <b>TOTAL \$40,314.00</b>

**Award of Contract No. 21-18 – Ketchikan Generator No. 4  
Rotor & Stator Rewind – Delta Electric Motors**

Moved by Kistler, seconded by Mahtani the City Council accept the bid of Delta Electric Motors in the amount of \$363,500 for Contract No. 21-18, Ketchikan Generator No. 4 Rotor & Stator Rewind; approve the creation of a 2021 Electric Division Capital Account titled Ketchikan Generator No. 4 Rotor and Stator Rewind; establish a ten percent contingency in the amount of \$36,350 and Factory Acceptance Testing in the amount of \$15,000 bringing the total project cost to \$414,850; approve budget transfers in the amounts of \$252,000 from the Electric Division's 2021 Bailey Unit No. 1 Rehabilitation Capital Account and \$162,850 from the Electric Division's 2021 Beaver Falls Switchgear Replacement Capital Account to the newly created Ketchikan Generator No. 4 Rotor and Stator Rewind Capital Account; authorize funding in the amount of \$414,850 from the Ketchikan Generator No. 4 Rotor and Stator Rewind Capital Account; and authorize the Acting General Manager to execute the contract documents on behalf of the City Council.

Electric Division Manager Donato and Electric Division System Engineering Manager Bynum answered questions from the Council.

Motion passed with Bradberry, Flora, Mahtani, Kistler, Gass, Gage and Zenge voting yea.

**VOUCHERS** – None

**CITY MANAGER'S REPORT**

**Schedule of General Government and KPU Appropriated  
Reserves Through the City Council Meeting of November 4,  
2021**

In her report, Acting City Manager Simpson attached for Council review a schedule of the current balance of Appropriated Reserves of the various funds of General Government and KPU through the City Council meeting of November 4, 2021.

**Report of Federal Lobbyist**

Acting City Manager Simpson included for Council review a copy of the November 8, 2021 report of the City's Federal Lobbyist, Steve Silver.

**Status of Recruitment Efforts for Vacant Department  
Head/Division Manager Positions**

Acting City Manager Simpson provided for Council consideration a summary of the recruitment efforts for the five management level positions currently vacant within General Government and Ketchikan Public Utilities and the status of each as of November 12, 2021. She informed the Port & Harbors Director and the Police Chief should be filled in the next few weeks, but would keep the Council informed of the progress.